Table of Contents

Version 3.0
November 2011

Admiralty e-Navigator Service

e-NAVIGATOR

Planning Station User Guide

ADMIRALTY

Table of Contents

Introduction to Admiralty e-Navigator Planning Station 5
Purpose of the User Guide 5
Admiralty e- Navigator Service Overview 5
Admiralty e-Navigator Planning Station 5
Admiralty e-Navigator Fleet Manager 6
Admiralty e-Navigator Planning Station and Fleet Manager 6
The role of your Admiralty Chart Agent 7
Getting Help and Support 7
Licensing & Copyright Information 7
End User Licence Agreement 7
Feedback 7
Getting Started 8
Pre Installation 8
Before You Start 8
Installation 9
Launch 12
Apply Catalogue Data from the 'Installation' CD 13
Using different communication methods with Planning Station 15
Option 1: Planning Station is installed on communications PC 15
Option 2: Planning Station is not installed on communications PC 15
Operating Using a Removable Drive 15
Operating using direct email 18
Operating using HTTPs 19
Activation 21
Activation When Using Removable Drive 21
Subscription Settings 23
Planning Station Basics 25
Layout 25
Key Functional Areas 26
Home Screen 26
Maintain Holdings Screen 26
Catalogue Screen 26
Applications Screen 26
User Interface 27
Menu options 27
AVCS 27
AIO 27
ARCS 27
TotalTide 27
Cursor function tool bar 30
Pan and Zoom 30
Search 31
Product Search 32
Column Sorting in Tabular Display 32
Use of the Graphical and Tabular Displays 33
Selecting Products in the Graphical Display 33
Selecting Products in the Tabular Display 33
Product Selection Panel 34
Folios 35
Filtering 36
Plotting Routes 38
Default Route Settings 38
Plotting on the Graphical Display in the Catalogue 39
Creating a route using the keyboard 40
Saving a route 41
To Unload the route 41
Load an Existing Route 41
Adding, Deleting and Moving Waypoints 43
Edit Route Properties 43
Edit Leg Properties 45
Searching for products in the Catalogue and within Maintain Holdings 45

Using the Catalogue 46
Selecting individual products from the catalogue 46
Selecting Products for a Route 47
Viewing the Product Selection 48
Paper infill and ARCS infill Product Selection 49
Ordering Products 49
Creating and Submitting an Order 49
Physical Delivery Address 50
Cancelling an Order 52
Saving a Basket 54
Loading a Saved Basket file 55
Viewing ordered products 55
Fulfilment of a Digital Order 56
Transferring received digital permits to your ECDIS 58
Manually take new permits to your ECDIS 58
Creating an AVCS exchange set 60
Creating an ARCS exchange set 60
Fulfilment of a Paper Order 62
Price Enquiry 62
Converting trial licence to a full 62
Renewing Digital Charts 64
Order new editions of Publications and Paper Charts 65
Non-Admiralty Product Catalogues 66
Managing Your Holdings 67
Description of Holdings tab 67
How the holdings tab shows the product titles 67
How the holdings tab shows the status of products held on board 67
Colour coded status 70
How the holdings tab shows the source of products held on board 70
How the holdings tab shows the availability and history of products 71
Managing your paper holdings 72
Importing a holdings file 72
Importing holdings file with PCUM installed 73
Manually building your paper holdings 73
Setting the status of your paper holdings 75
Resetting the status of your paper holdings – rollback 76
Setting paper charts status with PCUM installed 76
Holdings audit report with PCUM installed 77
Managing your digital holdings 77
Working Folio 82
Managing your Working Folio 82
Updating digital products 83
Requesting chart / cell updates 84
Requesting updates for Admiralty Information Overlay (AIO) 85
Receiving requested update data 86
Updating the Catalogue 87
The weekly update 90
e-Navigator and the weekly update 90
Performing the weekly update using removable drive 90
Weekly AVCS update 90
Weekly ARCS update 93
Performing the weekly update by connected email 95
Performing the weekly update by HTTPS 95
Updating Using a Paper Chart Updating Module 97
Reporting in e-Navigator 98
System Log 98
Holdings audit report 99
New products and cancelled products 99

Planning Station and your ECDIS 101
Applying updates to your ECDIS 101
Importing and exporting routes to your ECDIS 102
Exporting routes to your ECDIS 102
Importing routes from your ECDIS 103

Viewing Charts and Applications 104
Viewing Admiralty Charts in e-Navigator Planning Station 104
Installing and Viewing AVCS / ARCS / AIO in Planning Station 104
Viewing AVCS Charts 107
Viewing ARCS Charts 107
Chart Settings 108
Port Names 110
Admiralty Information Overlay (AIO) 110
Viewing the Admiralty Information Overlay 110
Admiralty TotalTide 115
Viewing Non - Admiralty Applications 117
Weather 117
DNV Port Database 117
IHS Fairplay 117

Getting Help and Support 118
Help 118
Support 119
The Quick Guide to ENC Symbols 120

Back up and restore 121
Backing up 121
What is backed up 122
Restore 122

Un-installing Planning Station 123

Glossary 125

Trouble Shooting Guide 126
Can I re-install on another machine? 126
I am trying to activate Planning Station using removable drive and have sent a request file but have not received a reply? 126
The following error message is displayed when I try to activate. 126
I have several replies. Do I need to apply them all to Planning Station? 127
I have ordered AVCS or ARCS products but have not received the chart/cell data 127
I have sent a 'Get update' request for chart data, but have not received anything. 127
I cannot see any charts in the Applications screen 127
I cannot resubmit my order 127
When I receive a paper product, how do I add it to my holdings? 127
Why have I got a blank order screen when I try to order updates? 127

Introduction to Admiralty e-Navigator Planning Station

Purpose of the User Guide

This is a comprehensive guide to Admiralty e–Navigator Planning Station from the United Kingdom Hydrographic Office (UKHO). This guide is designed to help you get maximum benefit from using the application, helping to save you time and money, whilst assisting you to comply with regulations.

Admiralty e- Navigator Service Overview

Admiralty e-Navigator is a computer based navigation information system which allows instant access to Admiralty navigation tools and data, both in the office and on the bridge of a vessel. The system provides an integrated digital catalogue, ordering service, holdings management and updating service, as well as a digital chart and Admiralty Information Overlay viewer.

Admiralty e-Navigator delivers two applications:

- Planning Station, which is a back of bridge software application for use onboard vessels
- Fleet Manager, which is a web-based application to be used ashore by Shipping Companies and Admiralty Chart Agents / Distributors.

The basic, free of charge e-Navigator Planning Station application includes:

- Catalogue of all Admiralty products
- Holdings Management system and updating service
- Digital chart (both ARCS and AVCS) and Admiralty Information Overlay Viewer.

Admiralty e-Navigator Planning Station will also provide (at additional cost) access to other popular maritime products including; various paper chart updating services; IHS Fairplay World Ports Guide and DNV Navigator.

Admiralty e-Navigator will be further enhanced in future releases to include a comprehensive passage planning application.

Admiralty e-Navigator Planning Station

Admiralty e-Navigator Planning Station is a software application designed to be used by the navigating team onboard vessel. The application comprises of three key functions:

1. A Holdings Management system which allows you, the mariner, to track the status of all shipboard Admiralty charts and publications (paper and digital) in one place. This means you are able to quickly determine the status of your charts and publications, identify those requiring action and update/renew accordingly. The Holdings Management system also integrates with paper chart updating services, supplied by our partners, to offer complete management of paper charts and publications.
2. An Admiralty Catalogue which allows you to identify and purchase the best mix of charts and publications to allow you to navigate a plotted route safely, compliantly and cost effectively. Integration between the holdings management system and the catalogue means that you only purchase the charts and publications you do not hold. Permits and data for digital charts are received onboard the vessel almost instantaneously allowing you to purchase the charts at the time that you need them.
3. A digital chart and applications viewer which enables viewing of subscribed datasets such as digital charts, the Admiralty Information Overlay (AIO), Admiralty TotalTide and other Non-Admiralty products.

The benefits you will get from using this application include the ability to:

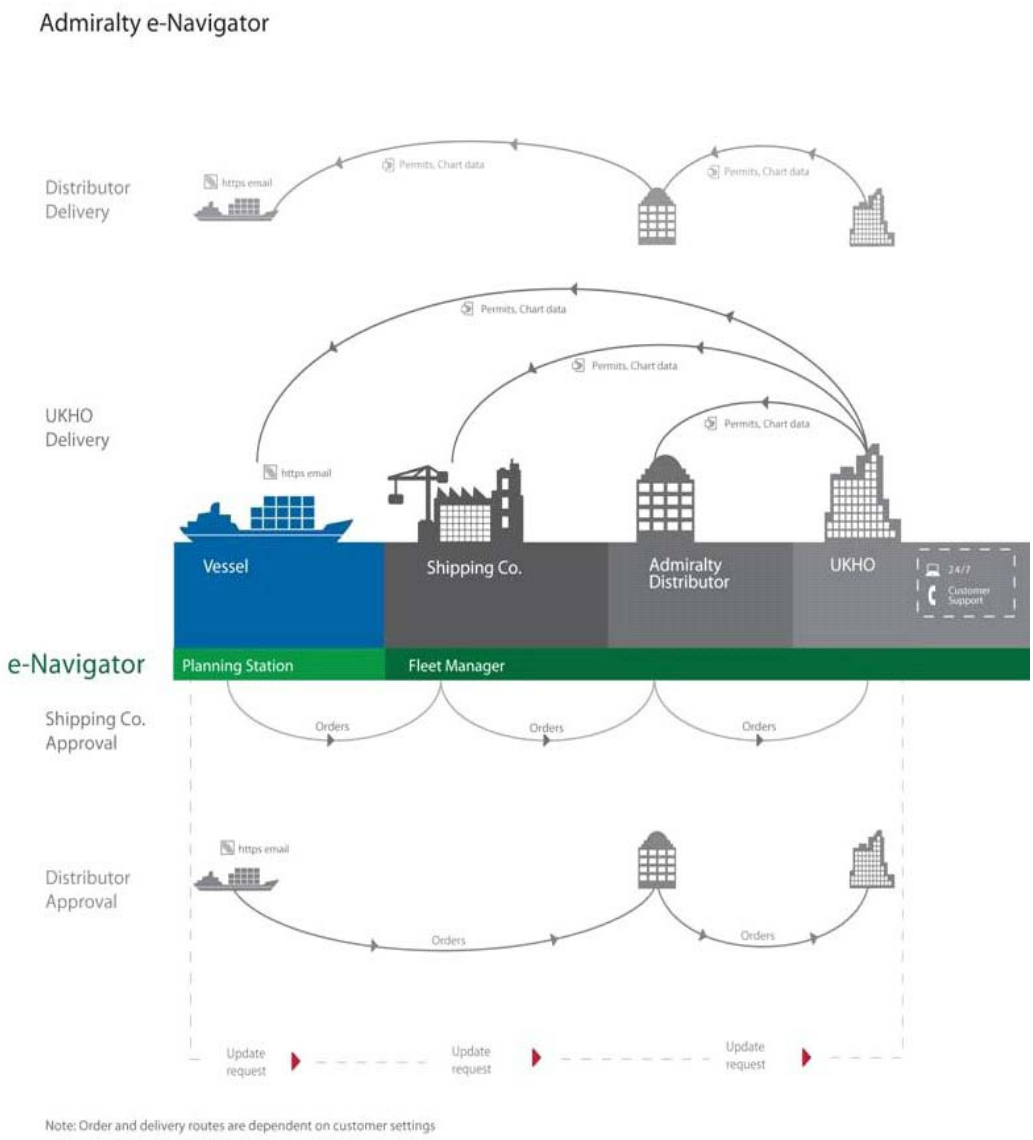
- Organise, manage and track the status of your vessel's holdings
- Automatically update digital charts and publications
- Keep paper charts up to date
- Identify the necessary charts and publications needed to navigate a planned route safely and compliantly
- Compare charts and publications with the vessel's current holdings so that you only purchase what you need
- Easily order digital charts and publications and pay for them when you need them
- Receive permits and data almost instantaneously
- View datasets such as AVCS including the Admiralty Information Overlay (AIO), ARCS, and tidal information from TotalTide where you have purchased the necessary permits
- View non-Admiralty products such as the, IHS Fairplay World Ports Guide and DNV Navigator.

Admiralty e-Navigator Fleet Manager

Admiralty e-Navigator Fleet Manager is a web application for use by the shipping company, Admiralty Chart Agents / Distributor and UKHO, to place and manage orders (submitted by either the shipping company and / or vessel) and to view a vessel's holdings.

Admiralty e-Navigator Planning Station and Fleet Manager

The following diagram provides an overview of the e-Navigator system and the interactions:



Note: Order and delivery routes are dependent on customer settings

Planning Station communicates with Fleet Manager via an internet connection and email.

- Orders submitted from Planning Station will be automatically directed (based on user settings controlled by your Admiralty Chart Agent) to one or more of the three following groups for approval and / or fulfilment; shipping company, Admiralty Chart Agent and UKHO. These groups will use Fleet Manager to approve / reject / amend orders.
- Once approved, permits and data are returned instantly (depending on user settings) to the vessel, shipping company or Admiralty Chart Agent using the preferred communications method and applying user-defined restrictions (e.g. email size).
- Requests for updates to digital charts, publications and the catalogue are handled in the same manner but do not require approval.

The role of your Admiralty Chart Agent

Your Admiralty Chart Agent is responsible for the order, supply and support of Admiralty products. This includes supplying you with the Planning Station media pack, registering your user details, setting your preferences, supplying your logon details and providing you with technical support.
Your vessel will be linked to a specific Admiralty Chart Agent and any order you submit will be fulfilled by those Admiralty Chart Agents / Distributors.

Admiralty Chart Agents / Distributors are responsible for:

- Fulfilling digital chart orders, including the provision of permits and base / update data
- Fulfilling digital publication orders, including the supply of start-up keys and CDs
- Fulfilling all paper orders
- Answering queries and providing support.

Getting Help and Support

Technical support for Planning Station is provided in the first instance by your Admiralty Chart Agent. There is also a help tool within the Planning Station Application.

Alternatively please refer to the UKHO website www.ukho.gov.uk or contact UKHO Customer Services:

Tel No. +44 (0) 1823 723 366 (24 hour direct line)
Fax No. +44 (0) 1823 330 561

Or email customerservices@ukho.gov.uk using the 'contact us' facility from the help menu.

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End User Licence Agreement

On installation of the Planning Station software you must accept the End User Licence Agreement. By downloading / using Admiralty digital charts i.e. AVCS and ARCS, you are accepting the terms set out in the End User Licence Agreement.

Feedback

The UKHO is interested in your views and comments. If you would like to provide any feedback please forward any comments to UKHO Customer Services using the online form or via the contact information detailed above.

Getting Started

Pre Installation

To successfully install and operate e-Navigator, please ensure that you have the following recommended computer and hardware specification.

CPU	Pentium IV or later
Memory	512MB as a minimum, 1 GB recommended
Monitor	1280 x 1084 resolution
Disk space	300 MB
USB port	V 1.2 compatible or later
Printer	Colour Printer
Memory Stick	1 GB+ recommended
CD Drive	CD-ROM writer

Please Note: *If AVCS (ENC) charts are viewed in Planning Station it is recommended that the display screen resolution is at least 1280 x 1084 pixels. At lower resolutions, the figures representing soundings and contours will appear to be distorted.*

Operating systems

It is recommended that you have one of the following operating systems to operate e-Navigator:

- Windows XP with Service Pack 3 installed
- Windows Vista: It is recommended that 32 bit versions of XP or Vista are used

Browser

Designed for use with Explorer 7 or 8 and Firefox 3

You are advised to have appropriate firewall and anti-virus software installed, and to keep it up to date. Please ensure that your vessel has been registered by your Distributor and that you have received a login and password and the Planning Station media pack. If upgrading to a newer version of Planning Station, please ensure that you have a CD of the existing Planning Station version available as a precaution in case the previous version needs to be re-instated.

You will need to ensure that your firewall and anti-virus software is configured to allow Planning Station to get an external communications connection.

You will need to ensure that permissions on your email system will accept emails from the following address: fmdonotreply@ukho.gov.uk
You will also need to ensure you have administration rights to install software on your computer.

Before You Start

Please ensure that your vessel has been registered by your Admiralty Chart Agent and that your Admiralty Chart Agent has sent you a Planning Station media pack and you have received a login and password. If your vessel is not registered or you do not have a login and password you will not be able to successfully set up the application.

Your media pack should contain:

- Planning Station Software Installation CD.
- Planning Station Quick Start Guide.
- Planning Station 'Useful Items' CD.
- Installation CD.

Before you begin the installation you will need the following items:

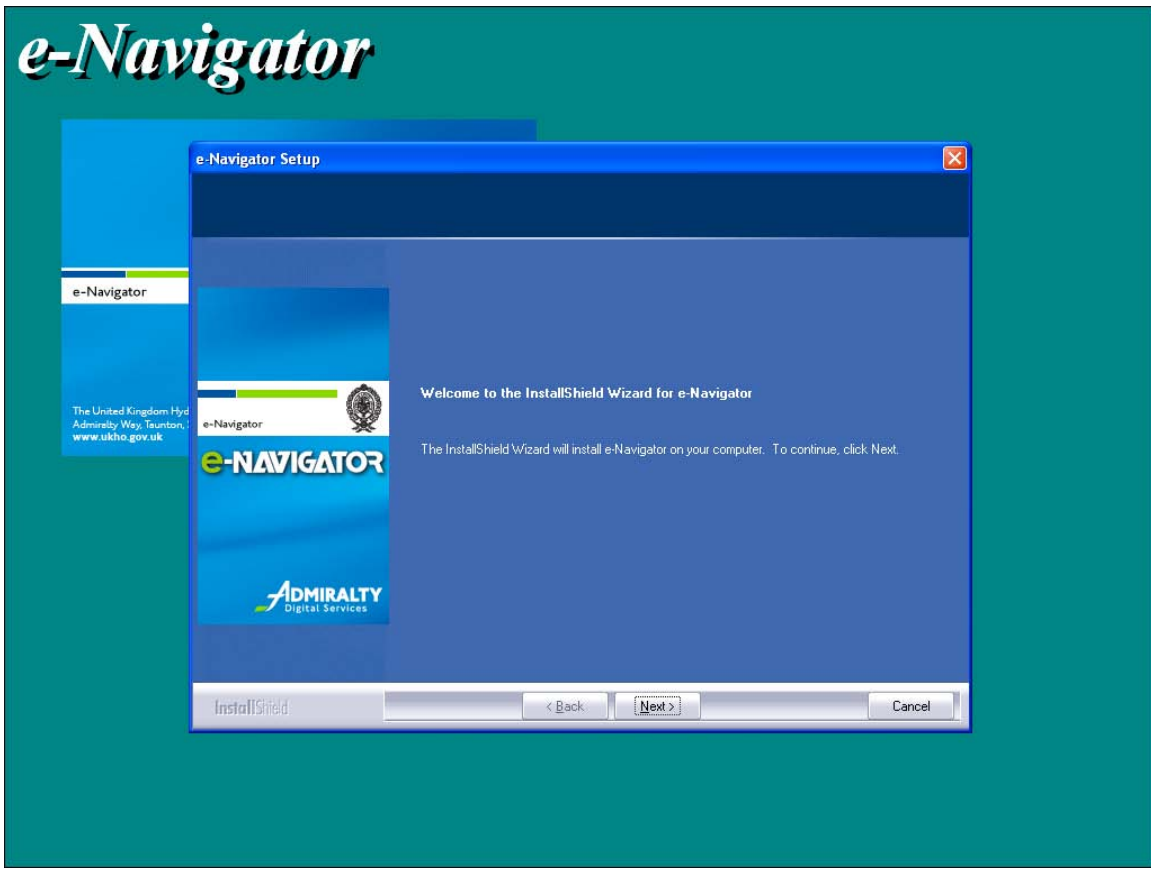
- The e-Navigator Planning Station Software CD.
- CD named 'Installation', with the relevant week number written on created by your Chart Agent or, a recent AVCS Update CD, both of which contain catalogue data.
- Login and Password (from your Admiralty Chart Agent).

You may also have been provided with:

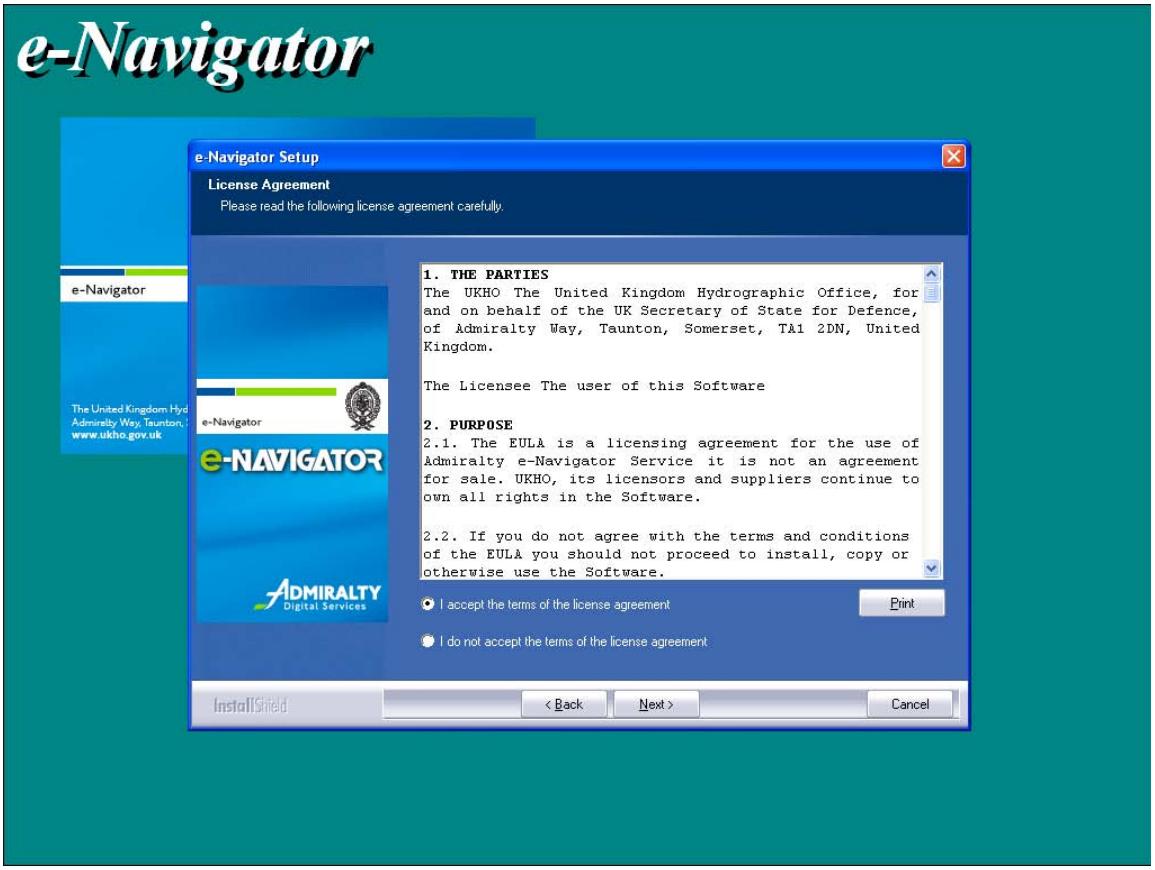
- A Paper chart holdings file (sent from your Admiralty Chart Agent).

Installation

The e-Navigator Planning Station software is provided on a single CD. To begin the installation insert the CD into the CD / DVD drive. An installation wizard will start automatically; click 'Next' to start the installation. If it does not start automatically you will need to use the folder browser to locate the CD and double click the e-Navigator Setup.exe file.



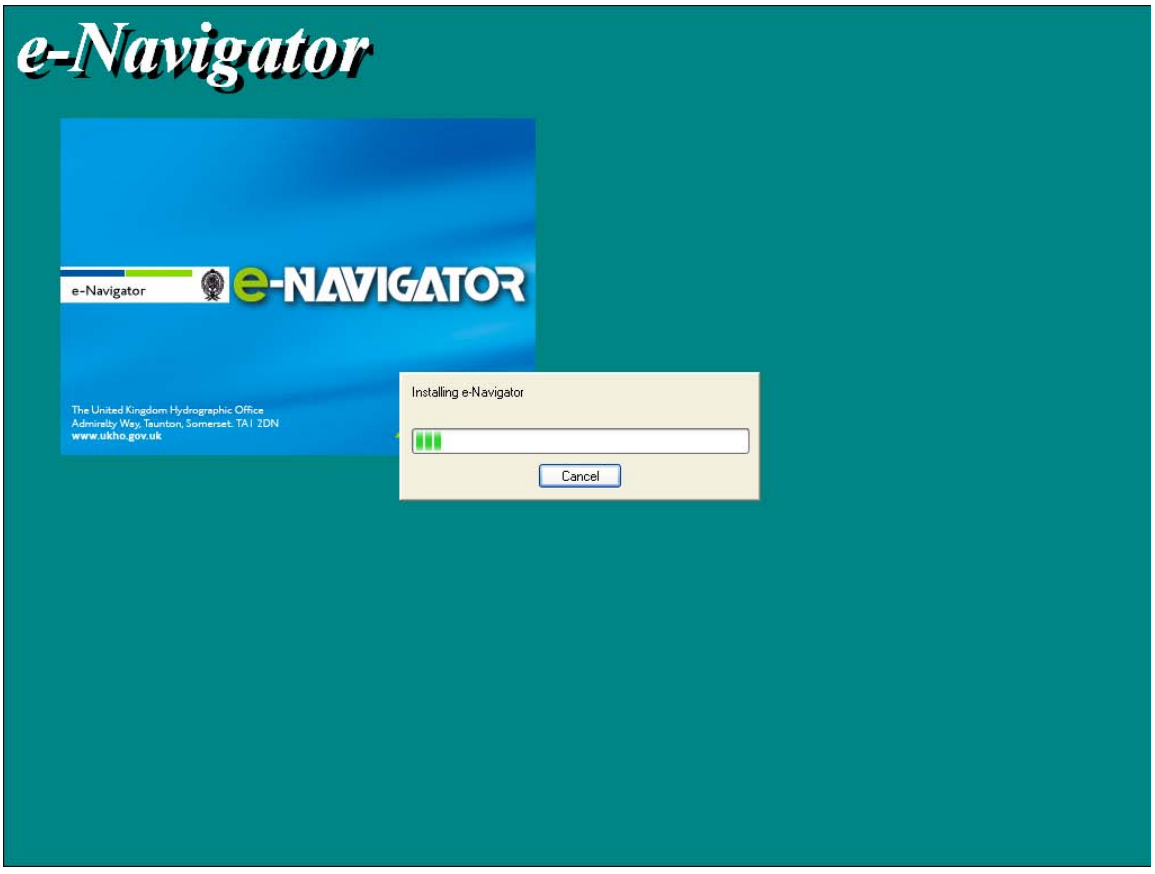
You will be asked to read the terms of the licence agreement and tick the box to agree to them before clicking 'Next'.


e-Navigator
e-Navigator Setup
License Agreement
Please read the following license agreement carefully.
1. THE PARTIES
The UKHO The United Kingdom Hydrographic Office, for and on behalf of the UK Secretary of State for Defence, of Admiralty Way, Taunton, Somerset, TA1 2DN, United Kingdom.
The Licensee The user of this Software
2. PURPOSE
2.1. The EULA is a licensing agreement for the use of Admiralty e-Navigator Service it is not an agreement for sale. UKHO, its licensors and suppliers continue to own all rights in the Software.
2.2. If you do not agree with the terms and conditions of the EULA you should not proceed to install, copy or otherwise use the Software.
I accept the terms of the license agreement
I do not accept the terms of the license agreement
Print
InstallShield
< Back
Next >
Cancel
e-Navigator
e-NAVIGATOR
ADMIRALTY
Digital Services
The United Kingdom Hydrographic Office
Admiralty Way, Taunton, Somerset, TA1 2DN
www.ukho.gov.uk

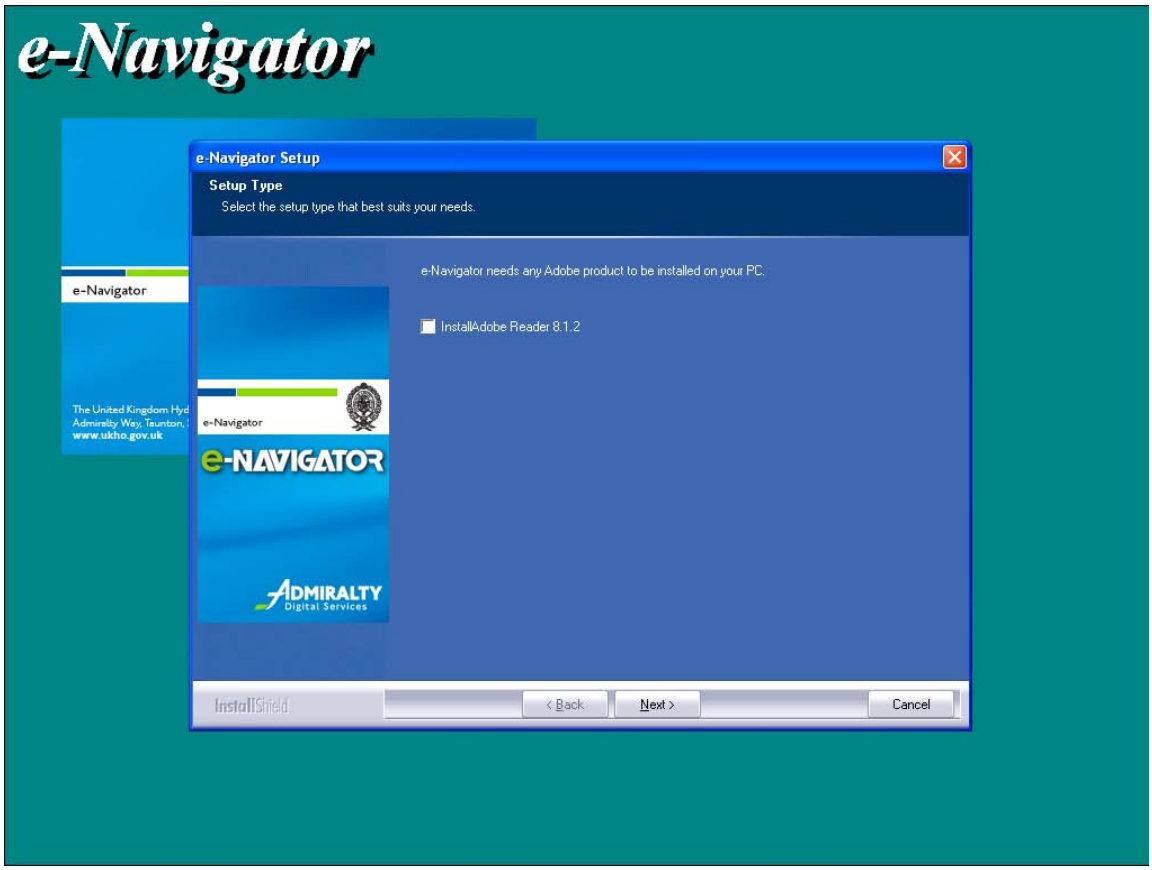
You have the option to print the licence agreement prior to accepting it, by clicking on 'Print'.

If you do not agree to the terms you will not be able to install Planning Station.

The programme will now install. It will take a few minutes to install.

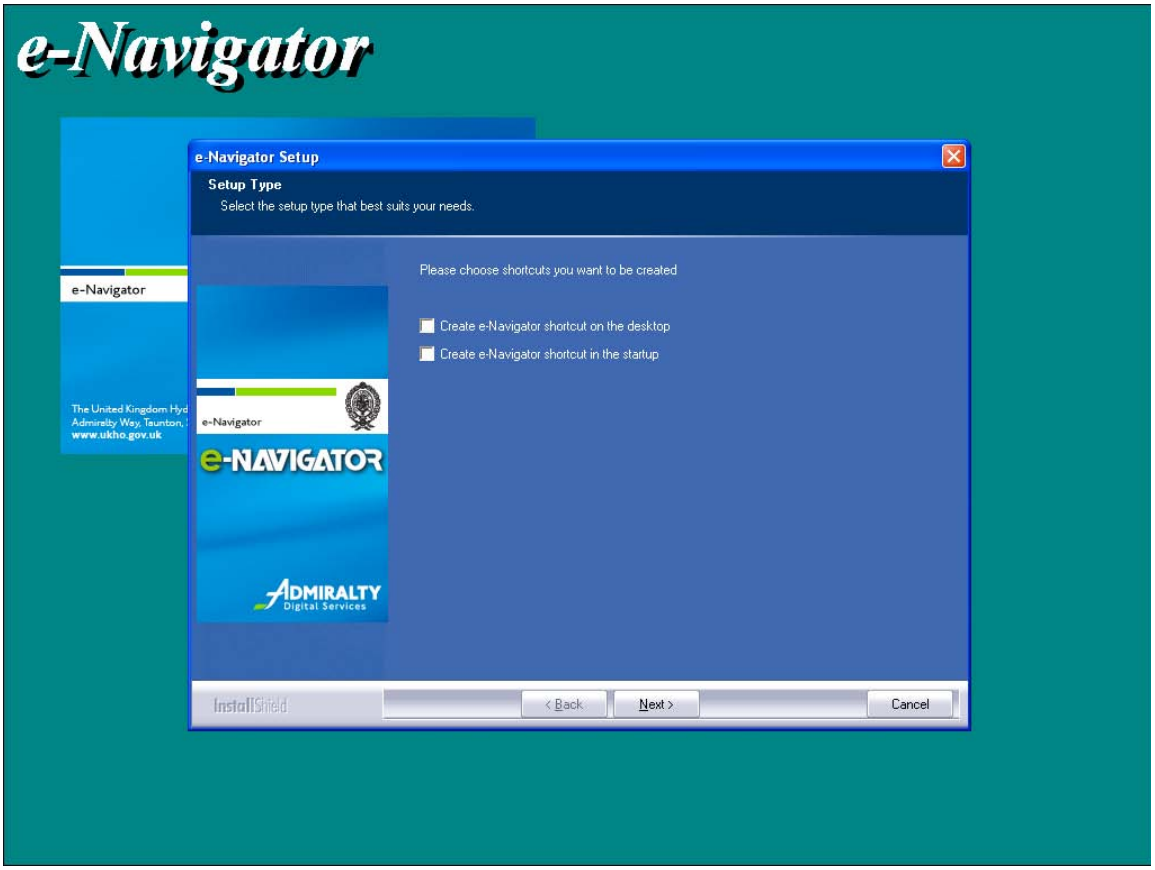


Adobe Acrobat is required by e-Navigator and it can be installed if needed. If you already have Adobe Acrobat installed click 'Next':

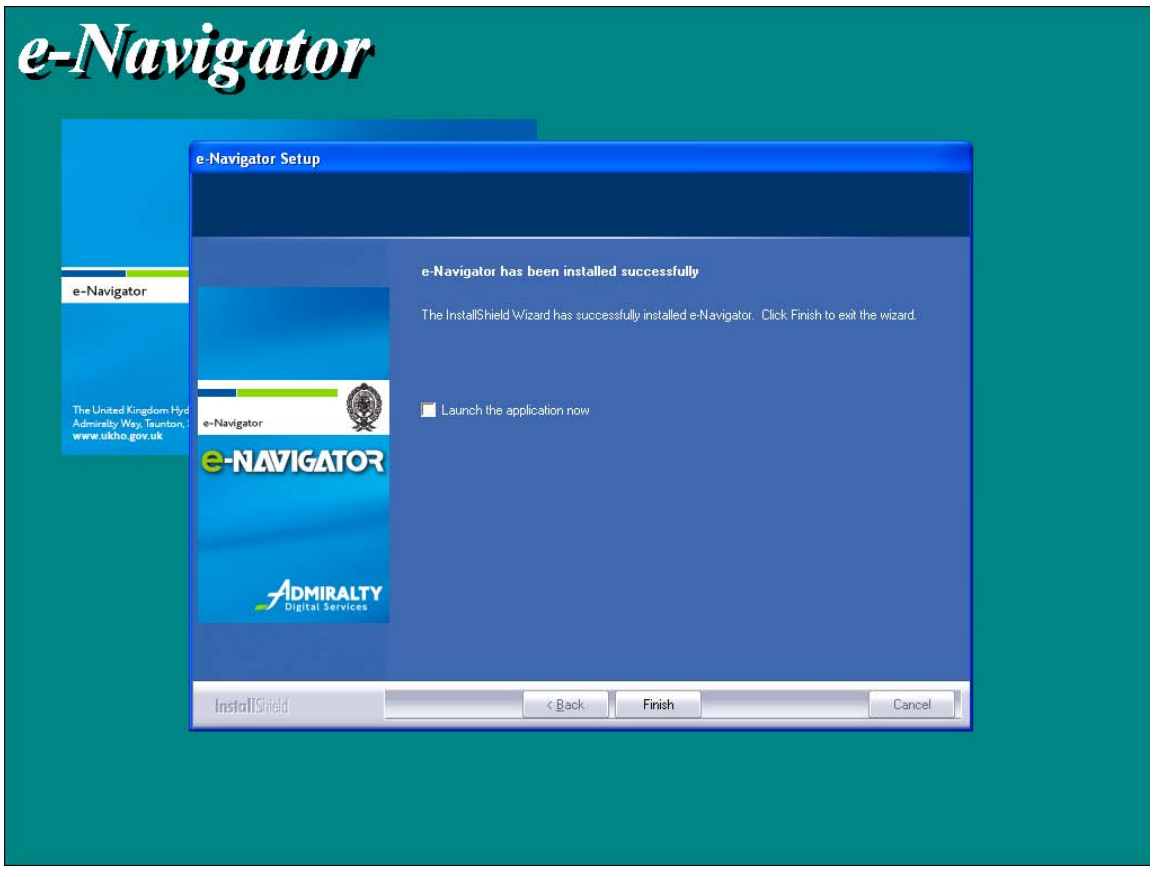


If you do not have Adobe Acrobat already installed or need to upgrade to the version offered on screen tick the box and click 'Next'.

You have the option to create start up shortcuts that will show on your desktop and in the start up menu, tick the boxes for the shortcuts you want and click 'Next'. Putting a shortcut into the start up will mean that Planning Station will launch every time you start your computer. It is recommended that you select at least one of these methods to make starting the application easier each time. The program can also be found in the start menu.



If you want to launch the application after the installation is finished tick the box before you click 'Finish' to complete the installation.

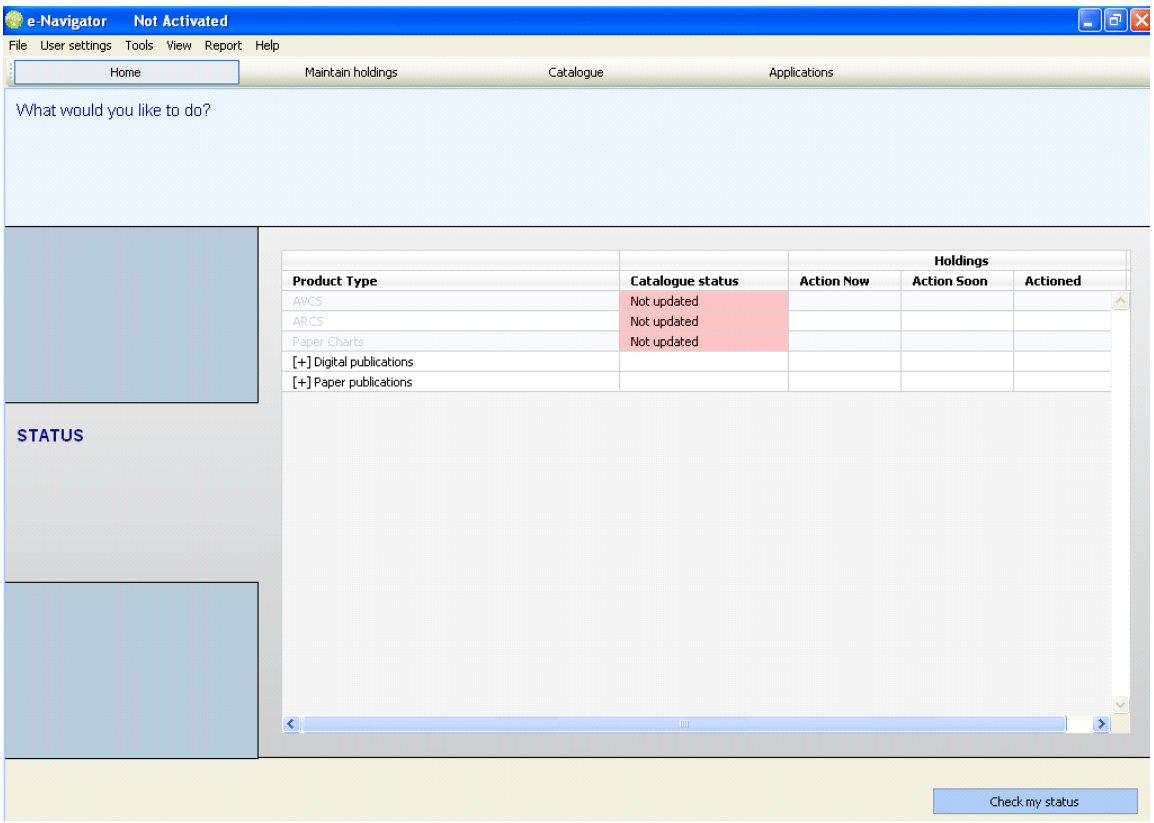


Launch

Planning Station will launch after installation if you ticked that box during installation. To launch the application manually click the icon on the Desktop placed there during install or find the programme through the Start Menu. The application will launch at the Home page, showing the Catalogue status.

Your next steps are:

- Apply Catalogue Data CD from the 'Installation' CD provided by your Admiralty Chart Agent
- Set your Communication Method: see section 'using different communication methods'
- Activation
- Set up your onboard paper and digital holdings status



On opening the application you can see that Planning Station is not activated

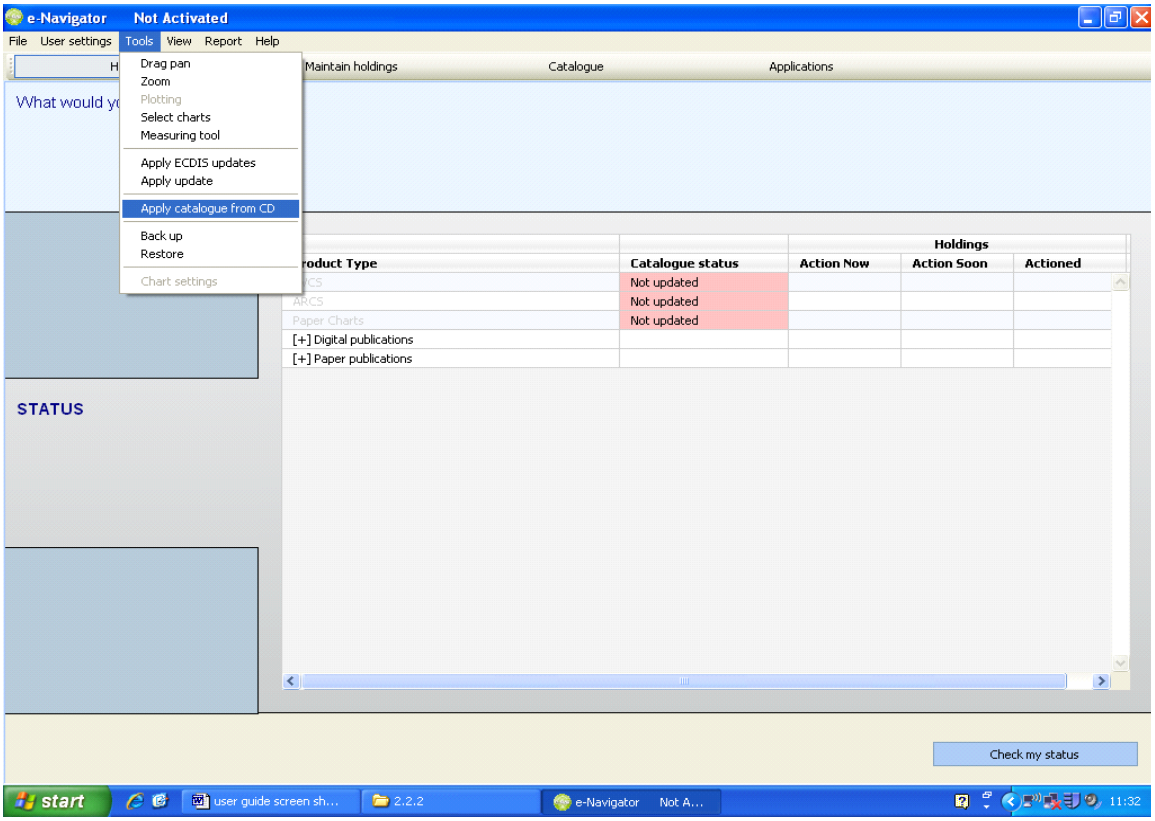
Apply Catalogue Data from the 'Installation' CD

To bring your Catalogue in Planning Station up-to- date and to reduce transmission sizes and costs on activation, your Admiralty Chart Agent may have provided a CD named 'Installation' with the catalogue week number in your e-Navigator Media Pack. This CD needs to be applied to your Planning Station before activation.

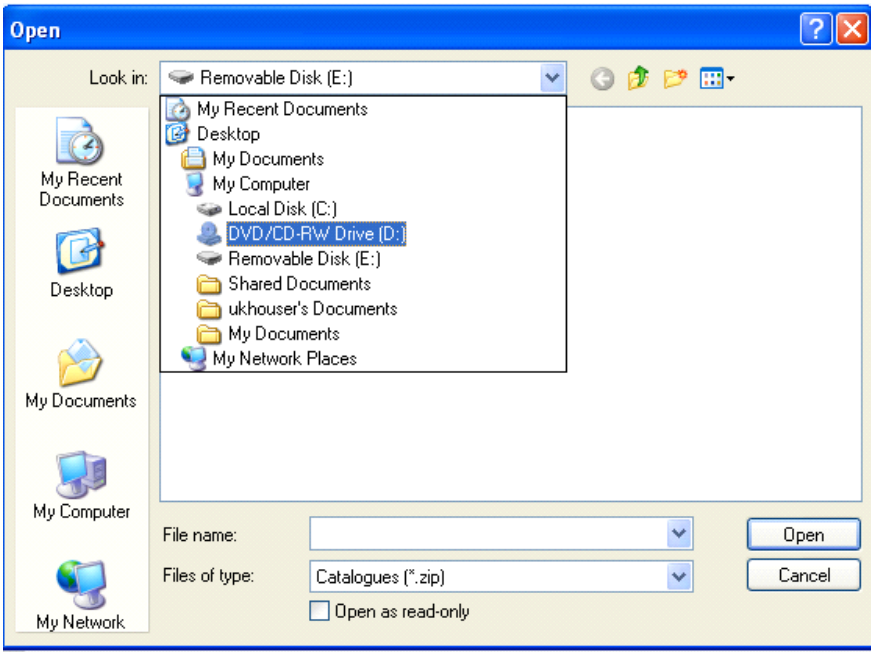
An e-Navigator catalogue is contained on the Admiralty AVCS Weekly Update CD.

To apply the catalogue insert the CD
Select Tools > Apply catalogue from CD

Note: ***The activation request to the e-Navigator server confirms the most recent catalogue installed on board and sends a difference file to bring it right up to date. To reduce communication costs, it is important to load the most recent catalogue available so that the update file is as small as possible.***



Locate the file on the CD and Click OK.



Your Catalogue within Planning Station will now be updated to the week written on the CD.

Using different communication methods with Planning Station

To send and receive data in e-Navigator for updates and orders you need to have the correct communication method set up. Your options are to use HTTPs, email or removable drive.

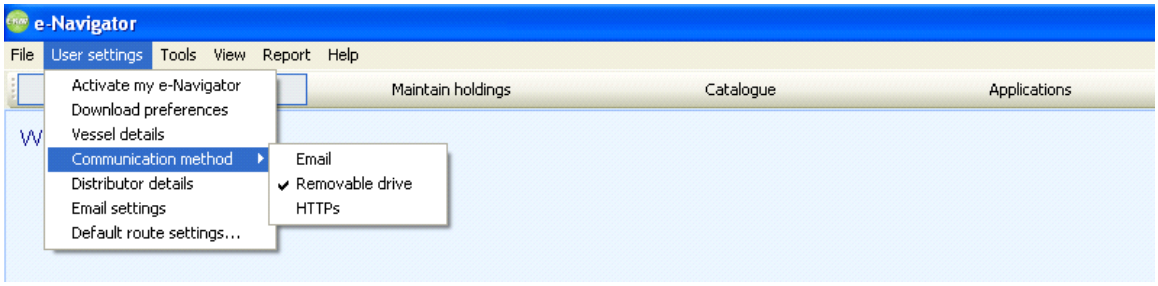
Option 1: Planning Station is installed on communications PC

HTTPs - Computer is connected to a broadband service
Email - Built in email system using connected broadband
Removable Drive - You already use this PC to email eg. Outlook or SatCom

Option 2: Planning Station is not installed on communications PC

Removable Drive - Use USB or floppy disk to transfer data to/from your communications PC

To set your communication preference, launch e-Navigator Planning Station, go to 'User Settings' in the main menu bar and select 'Communication Method' in the drop down menu. Of the three options listed; select the option that you will be using by clicking on it. The selected option will be shown with a tick next to it in the list.



With all communication methods you will need to ensure that your permissions on your email system will accept emails from the following address;

fmdonotreply@ukho.gov.uk

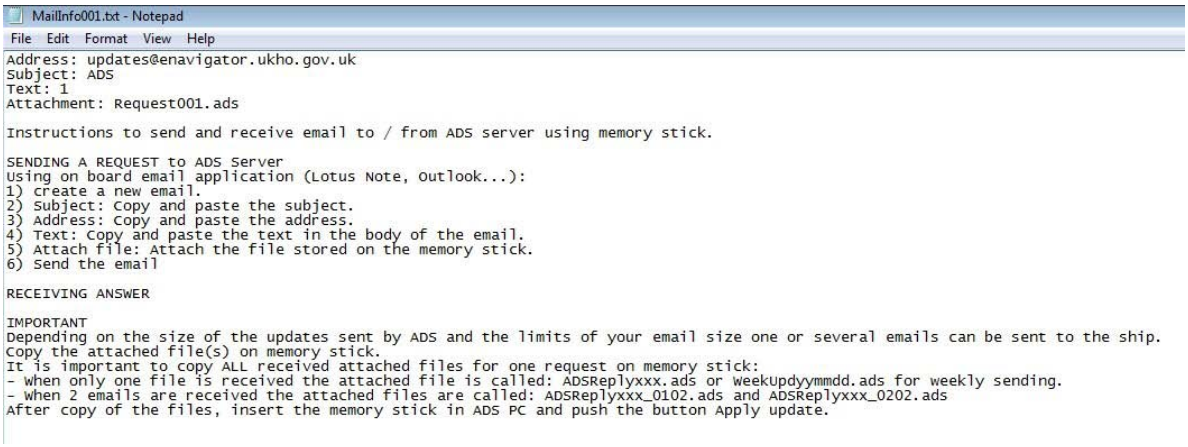
Operating Using a Removable Drive

Using one of the action buttons (activating, ordering or updating) that requires communication with the e-Navigator server while in removable drive mode will display the following pop up, which confirms that a request file with the extension .ads and a Mail Info file with the extension .txt has been saved to the removable drive.

Request pop up example

e-Navigator
The file E:\Request001.ads containing the request has been copied on the removable drive.
The file E:\MailInfo001.txt contains all necessary information to send the email: Server address, email subject and text.
OK

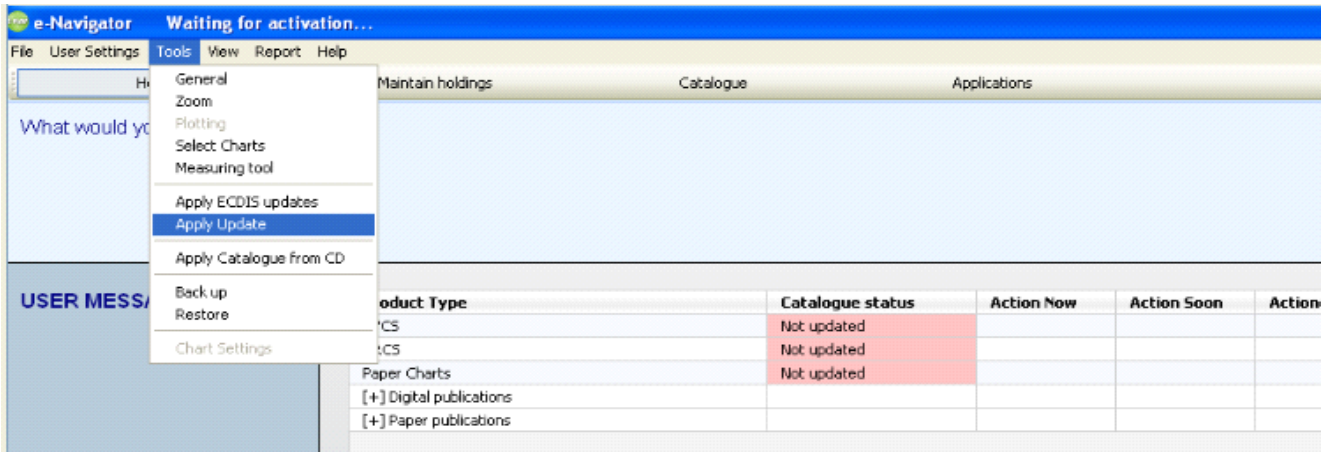
MailInfo file example


MailInfo001.txt - Notepad
File Edit Format View Help
Address: updates@enavigator.ukho.gov.uk
Subject: ADS
Text: 1
Attachment: Request001.ads
Instructions to send and receive email to / from ADS server using memory stick.
SENDING A REQUEST to ADS Server
Using on board email application (Lotus Note, Outlook...):
1) create a new email.
2) Subject: Copy and paste the subject.
3) Address: Copy and paste the address.
4) Text: Copy and paste the text in the body of the email.
5) Attach file: Attach the file stored on the memory stick.
6) Send the email
RECEIVING ANSWER
IMPORTANT
Depending on the size of the updates sent by ADS and the limits of your email size one or several emails can be sent to the ship.
Copy the attached file(s) on memory stick.
It is important to copy ALL received attached files for one request on memory stick:
- When only one file is received the attached file is called: ADSReplyxxx.ads or WeekUpdyymmdd.ads for weekly sending.
- When 2 emails are received the attached files are called: ADSReplyxxx_0102.ads and ADSReplyxxx_0202.ads
After copy of the files, insert the memory stick in ADS PC and push the button Apply update.

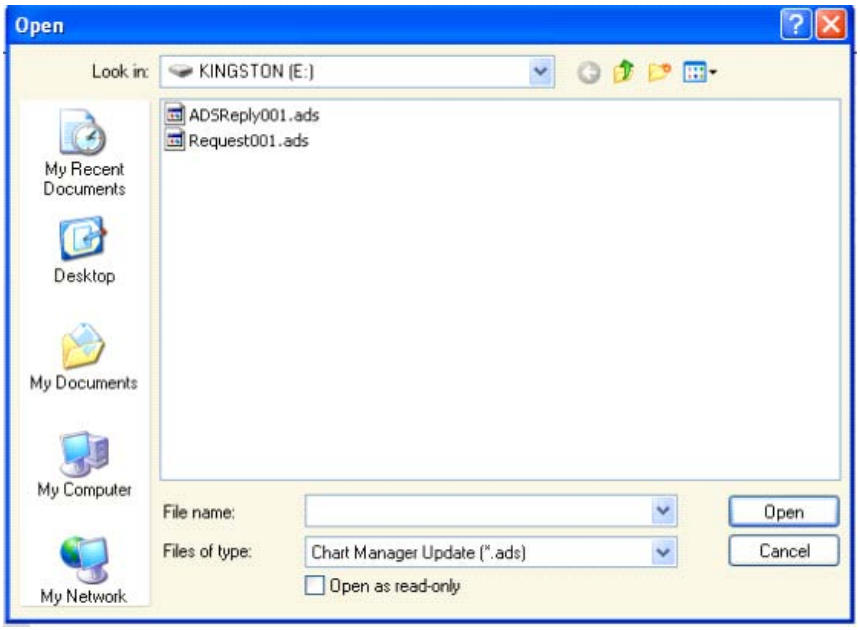
The MailInfo file explains how to send a request file and apply a reply file.

Please ensure you have 'ADS' in the subject line and have attached the request to the email. It is also recommended that you put the request number in the body of the email, so you can keep track of what you have sent.

You will receive a reply to your email from e-Navigator with a new .ads reply file attached. Save the file to the removable drive and insert it into the computer where Planning Station is installed. Select Tools > Apply Update from the top menu.

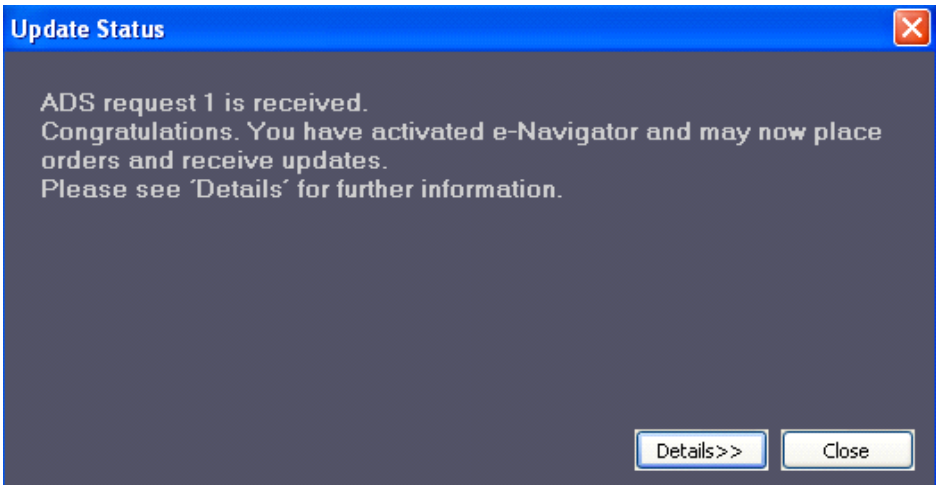


A pop up box appears



Find the .ads reply file on the removable drive and click on Open, then OK.

When a reply update has been successfully applied to Planning Station, a pop up box appears confirming that the update has been successful and your catalogues have been updated.


Update Status
ADS request 1 is received.
Congratulations. You have activated e-Navigator and may now place orders and receive updates.
Please see 'Details' for further information.
Details>>
Close

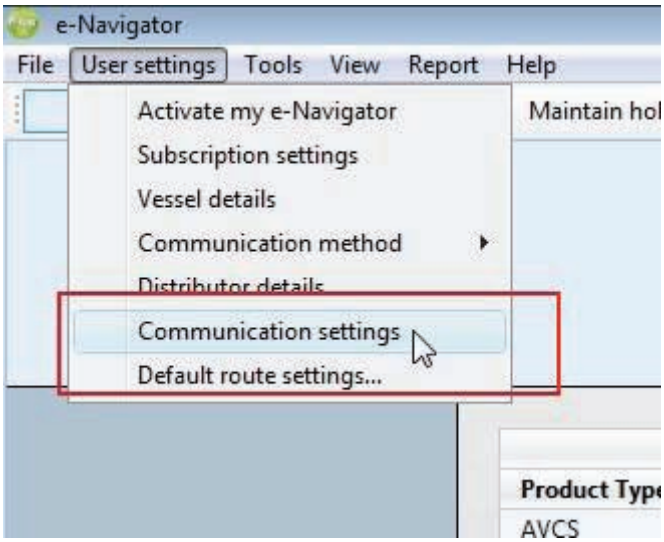
Click the button 'Details' to see a full description of the updates that have been applied to Planning Station.

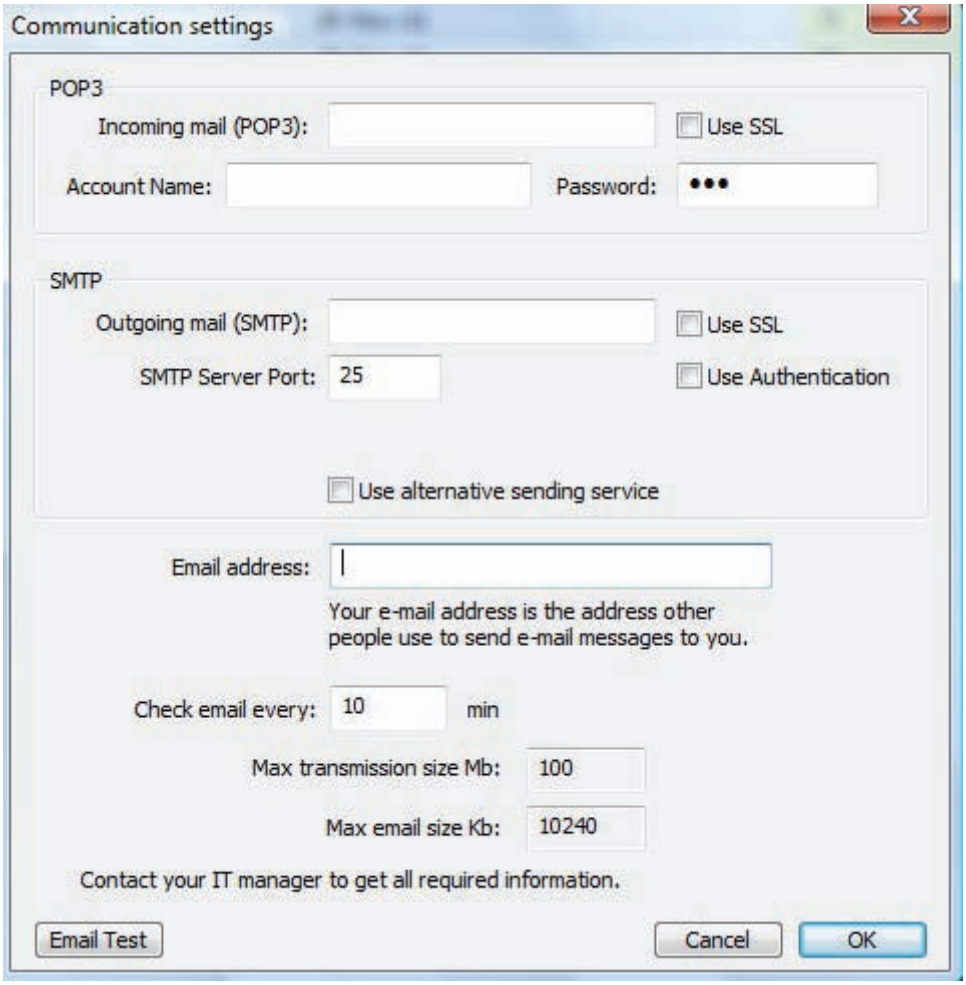
Operating using direct email

Direct (built-in) email can be used to communicate with the e-Navigator server where you have broadband capability on the Planning Station computer.

To set up direct email, additional information is required. You may need to contact your Company's IT Manager or your Admiralty Chart Agent.

Enter the settings by clicking on User Settings > Communication settings

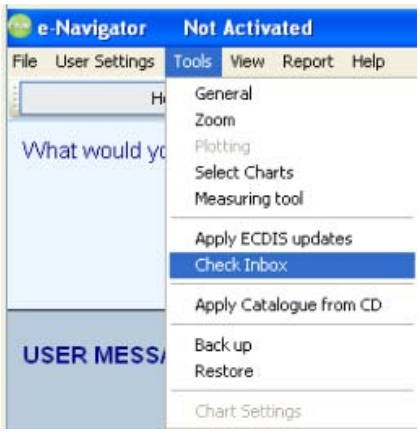




You can check that the settings have been entered correctly by clicking 'Email test'. Close the box by clicking 'OK'.

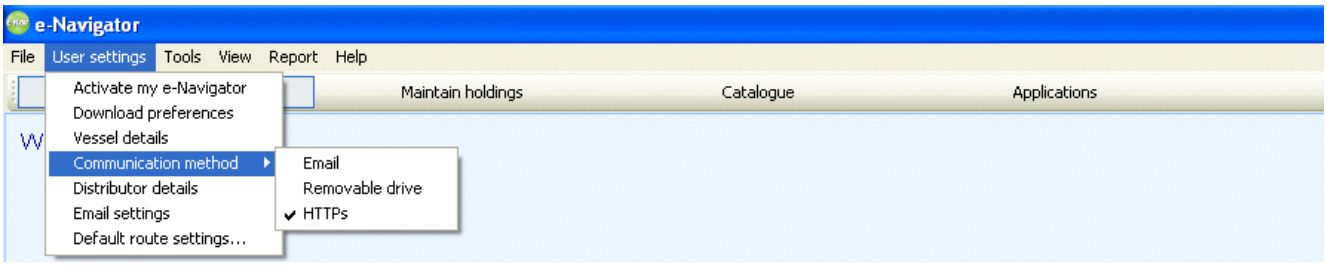
To send communications to the e-Navigator server with the built-in email facility, set 'User settings > Communication method' to 'Email'.

Emails will be automatically received in Planning Station and are checked at intervals according to the settings above, but you can prompt by using 'Tools > Check Inbox'.

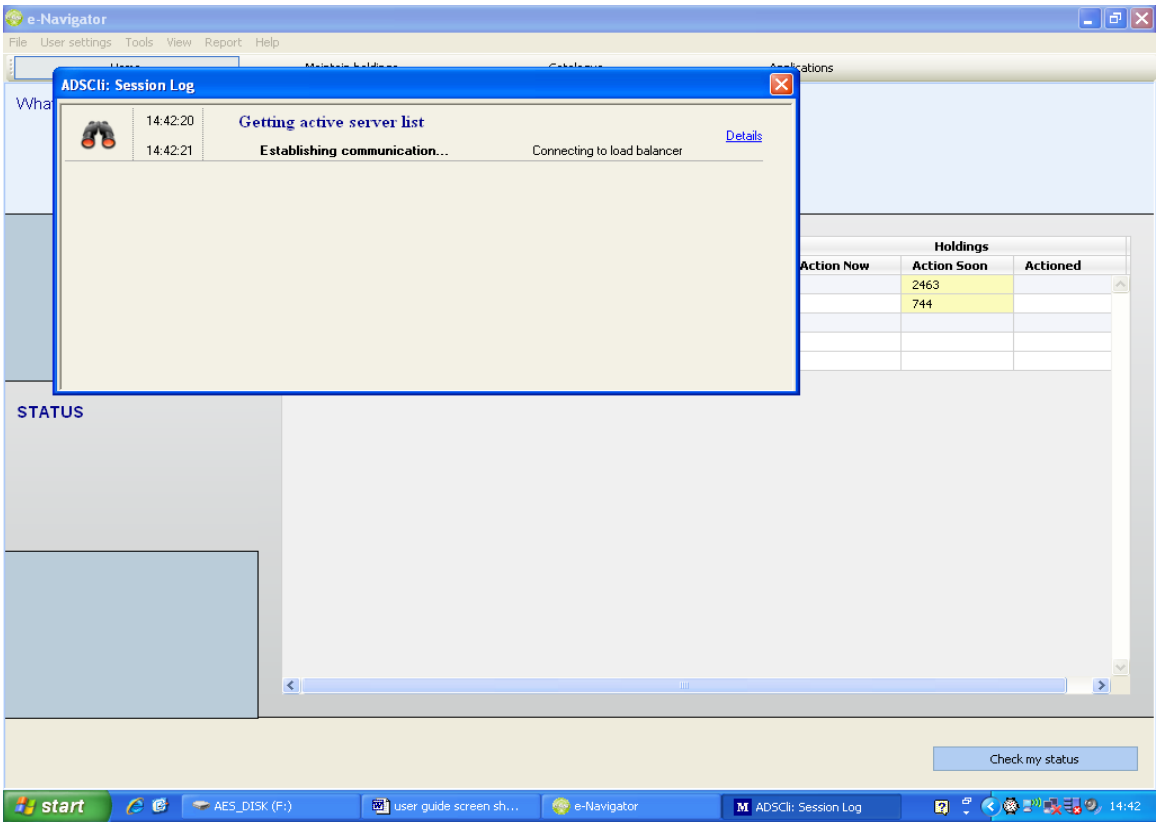


Operating using HTTPs

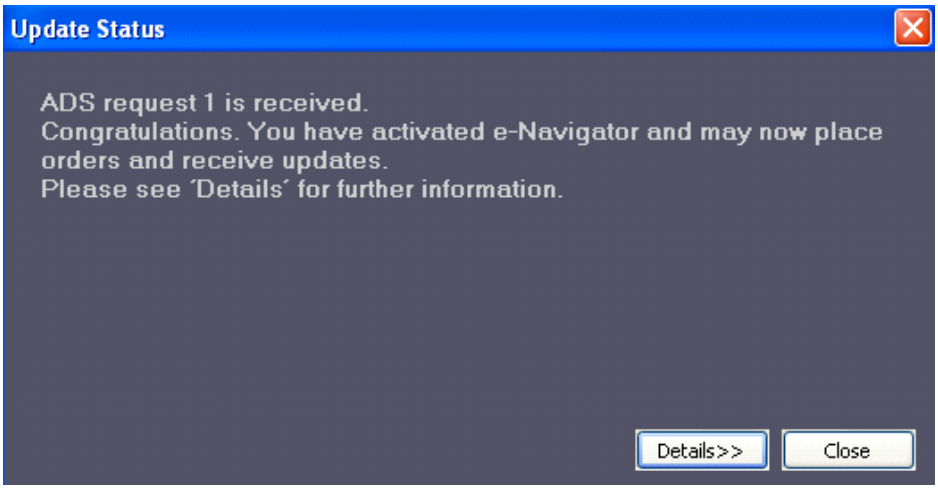
HTTPs can be used to communicate with the e-Navigator server when you have an internet connection to your e-Navigator computer. Before activating Planning Station, set your communication method to HTTPs:



Using one of the action buttons (ordering or updating) while in HTTPs mode launches a Session Log window detailing the progress of the request.



The Session Log will confirm that a request has been sent to the e-Navigator Server. When complete, a further pop up box will confirm the action.

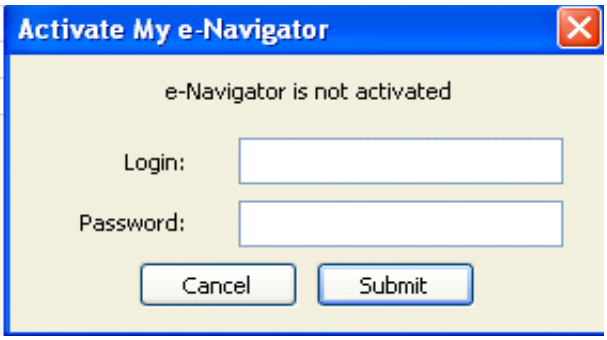

Update Status
ADS request 1 is received.
Congratulations. You have activated e-Navigator and may now place orders and receive updates.
Please see 'Details' for further information.
Details>>
Close

Activation

Before you can use your e-Navigator Planning Station it needs to be activated. Before it can be activated please set your communication method as described in the previous section. To start the activation process go to 'User Settings' on the Main Menu bar and select 'Activate my e-Navigator' from the drop down.

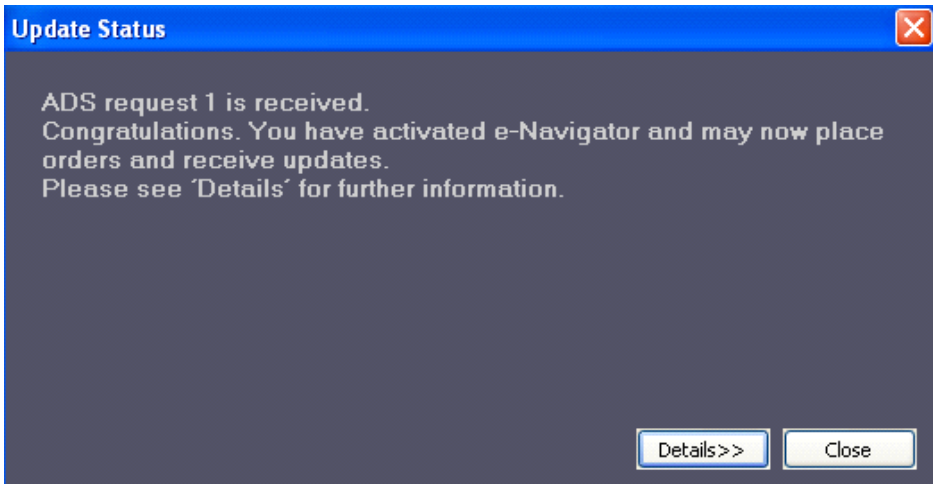
Activation is authenticated against your login and password.

A login window will pop up and you need to enter the Login and Password and click 'Submit';



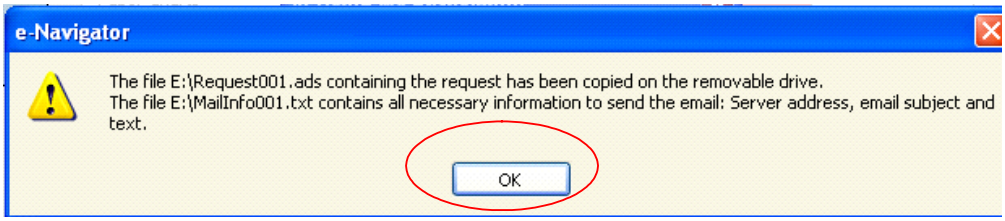
Please Note: *Password is case sensitive*

If you are using a removable drive, please insert a USB device before clicking 'Submit' If you are using HTTPs or Direct email, Planning Station will communicate directly with the e-Navigator server and a pop up will tell you have activated your Planning Station successfully.

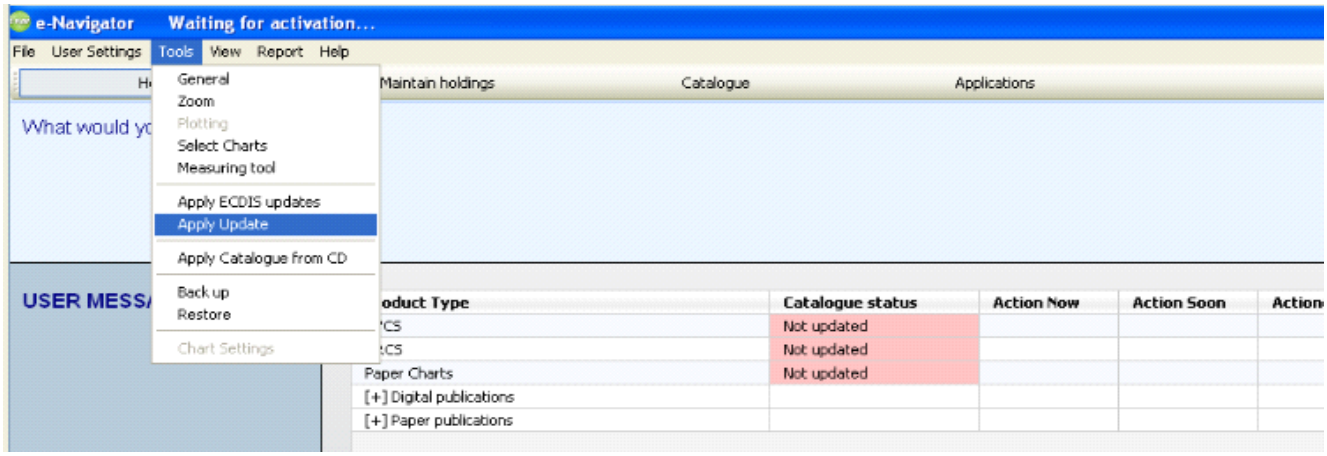

Update Status
ADS request 1 is received.
Congratulations. You have activated e-Navigator and may now place orders and receive updates.
Please see 'Details' for further information.
Details>>
Close

Activation When Using Removable Drive

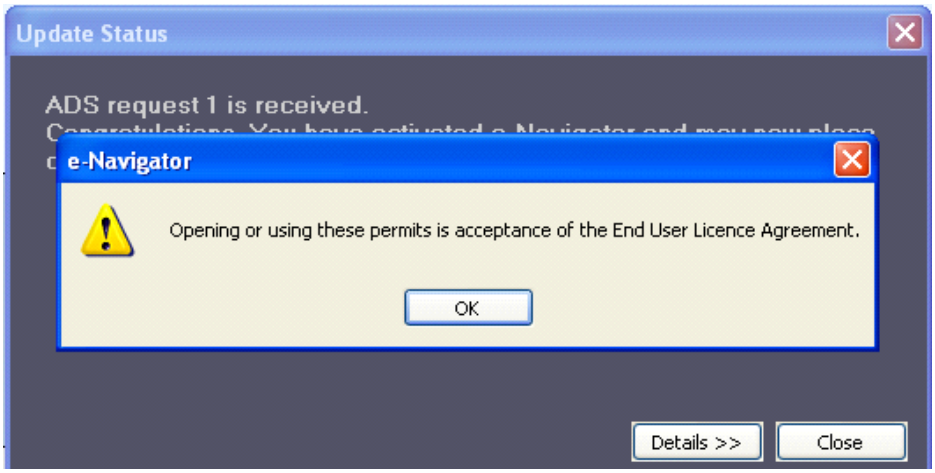
Having selected 'Activate my e-Navigator' and saved the request file, transfer the removable drive to your communications computer and open the MailInfo.txt file which will explain where and how to send the .ads file.


e-Navigator
The file E:\Request001.ads containing the request has been copied on the removable drive.
The file E:\MailInfo001.txt contains all necessary information to send the email: Server address, email subject and text.
OK

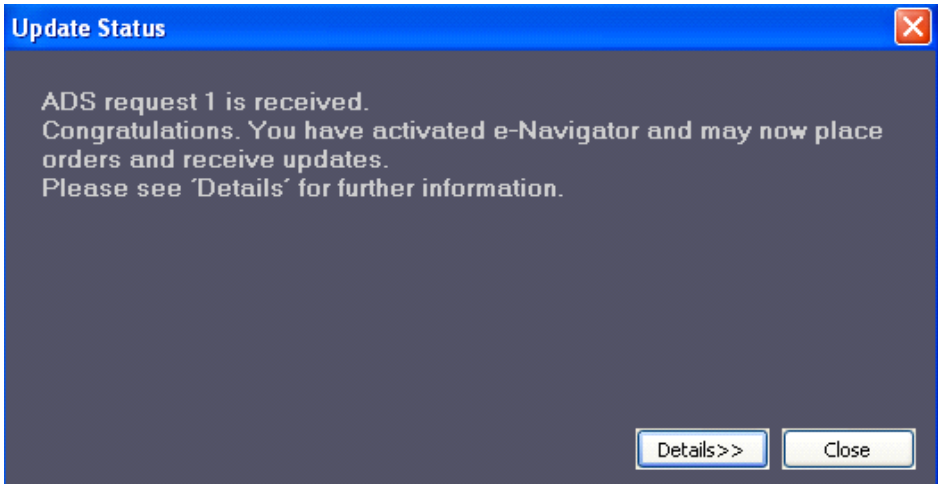
You will receive a reply to your email with a new .ads reply file attached. Save the file to the removable drive and insert it into the computer where Planning Station is installed. Select Tools > Apply Update from the top menu.



When complete, the pop up reminds you that using these permits is acceptance of the End User Licence Agreement. The End User Licence Agreement can be viewed at any time from the 'Help' menu in the Planning Station application. Click 'OK' to continue.



A pop up window will tell you that your e-Navigator is activated and you can now place and receive orders and updates for digital chart and publications. As part of the activation process your catalogues within e-Navigator are automatically brought up-to date.

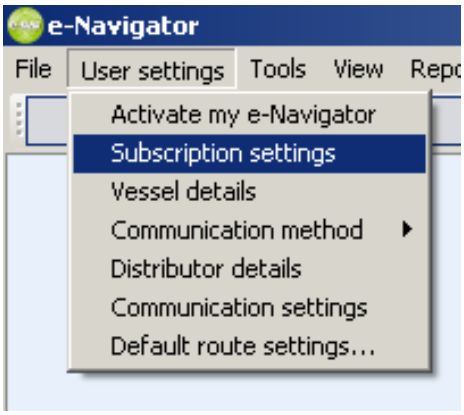

Update Status
ADS request 1 is received.
Congratulations. You have activated e-Navigator and may now place orders and receive updates.
Please see 'Details' for further information.
Details>>
Close

Now that you have successfully activated Planning Station you must set the Planning Station record to match the current status of your paper and digital holdings onboard your vessel. Please refer to the section 'Managing your holdings'.

Once activated, your 'Subscription Settings' will show the products / services for which you can receive catalogue and data updates; see Subscription Settings. This is set up by your Admiralty Chart Agent and you will need to contact them to make changes to the products you are subscribed to but you can make amendments to the updates you are set to receive.

Subscription Settings

The 'Subscription settings' menu defines the products for which you will receive catalogue and data updates through e-Navigator. If you would like to check this or you are returning to the Set Up process, go to 'User Settings' in the Main Menu bar and select 'Subscription Settings' from the drop down list.

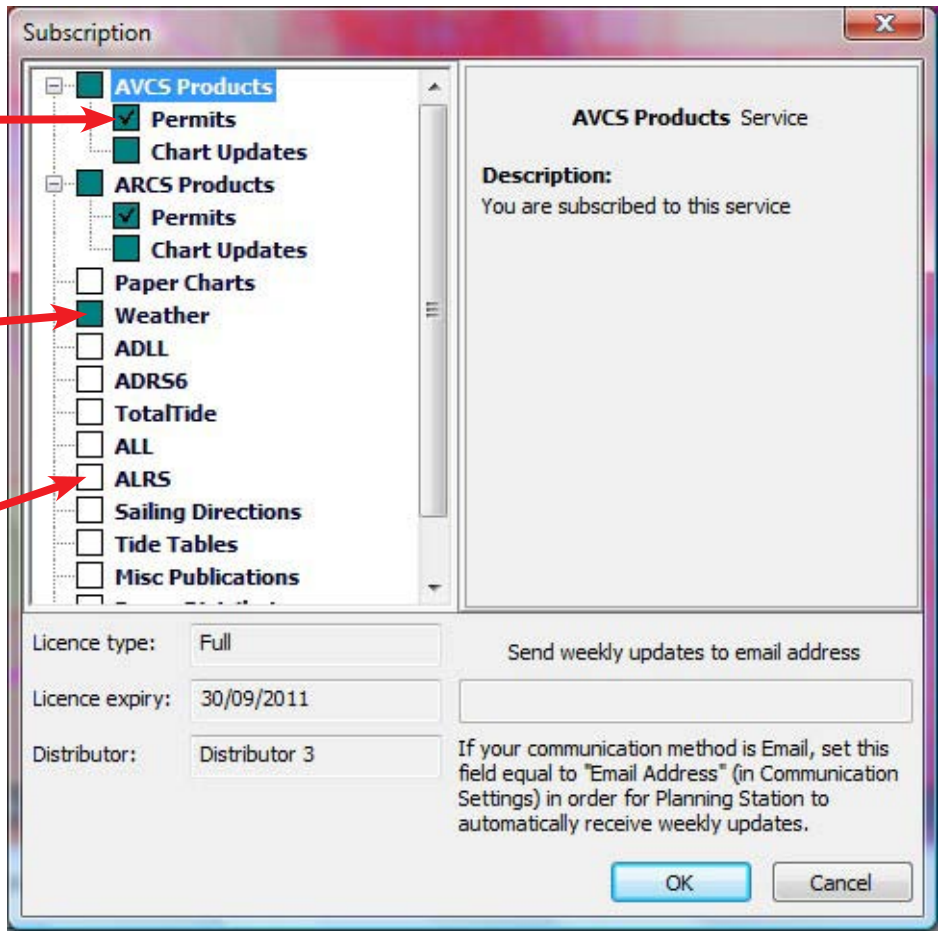


A pop up window titled 'Subscription' will open. For more information on the weekly update see section 'The weekly update'.

Subscribed to this service, set to receive weekly updates.

Subscribed to this service, not set to receive weekly updates.

White Box = Not subscribed to this service. Contact your distributor to arrange.



The window shows a list of products available, the ones held onboard the vessel will already be selected (set up during the activation process). This shows the products you are subscribed to receive catalogue and data updates for.

As a vessel, you cannot change the products to which you are subscribed, but you can control the updates you are set to receive. If you wish to change which products you are subscribed to, please contact your distributor. If you wish to change which updates you are set to receive, you can tick / un-tick the boxes and click 'OK', which will send a request to Fleet Manager to change these.

Caution: If you edit the email address in this 'Subscription' box and click OK and send the request file to the e-Navigator server, you will update the address where the weekly updates and permit files are sent. You should not therefore update this address without checking with your Chart Agent or Shipping Company first.

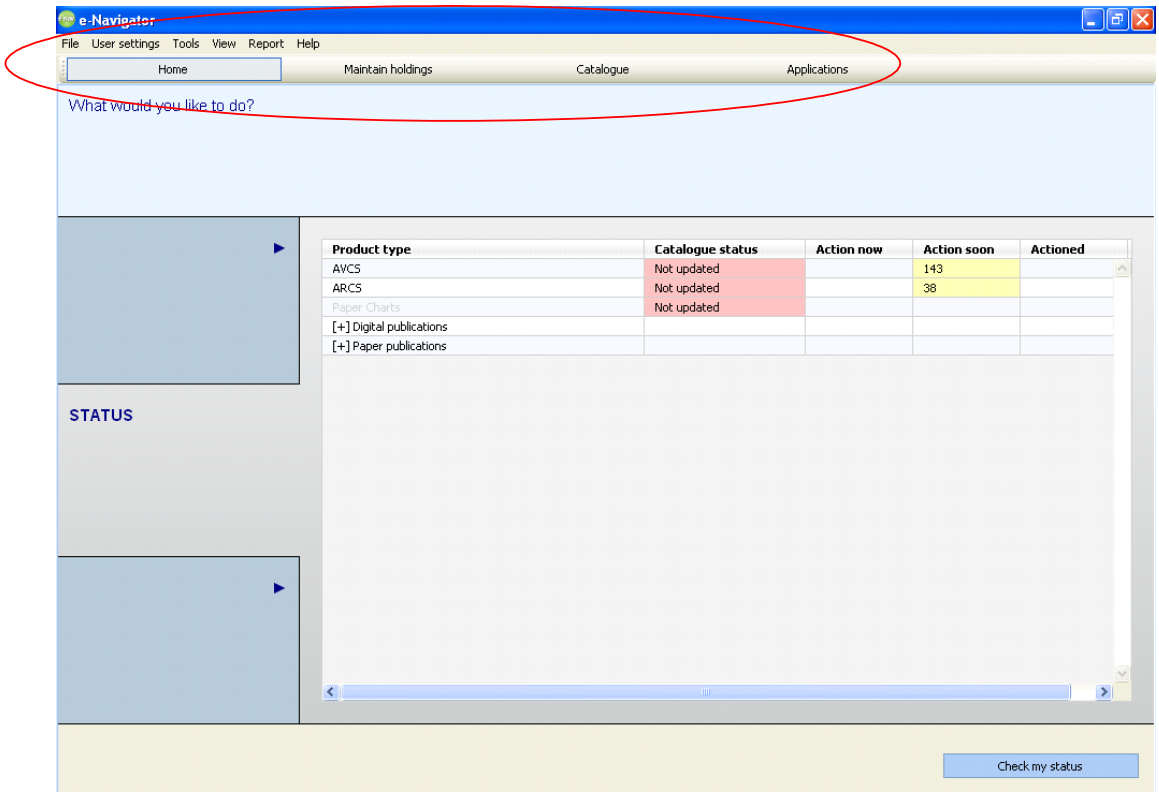
If you are using a removable drive: If you have made changes to updates you wish to receive, you will need to synchronise this information with e-Navigator. To do so, when you have clicked 'OK' a pop up message will tell you that a .txt and an .ads request file have been copied to the removable drive; click 'OK'. Transfer the removable drive to your communications computer and open the .txt file which will explain where and how to send the .ads request file. Send the .ads file. You will receive an .ads reply file to transfer back to the computer where Planning Station is installed, click Tools > Apply update and your settings will be saved.

If you are using direct email or HTTPs the response from the e-Navigator server will be automatic.

Planning Station Basics

Layout

e-Navigator Planning Station has 4 main screens: Home; Maintain Holdings; Catalogue; Applications. These are opened using the buttons below the Main Menu Bar. The buttons remain available at the top of the screen whichever screen you are viewing.

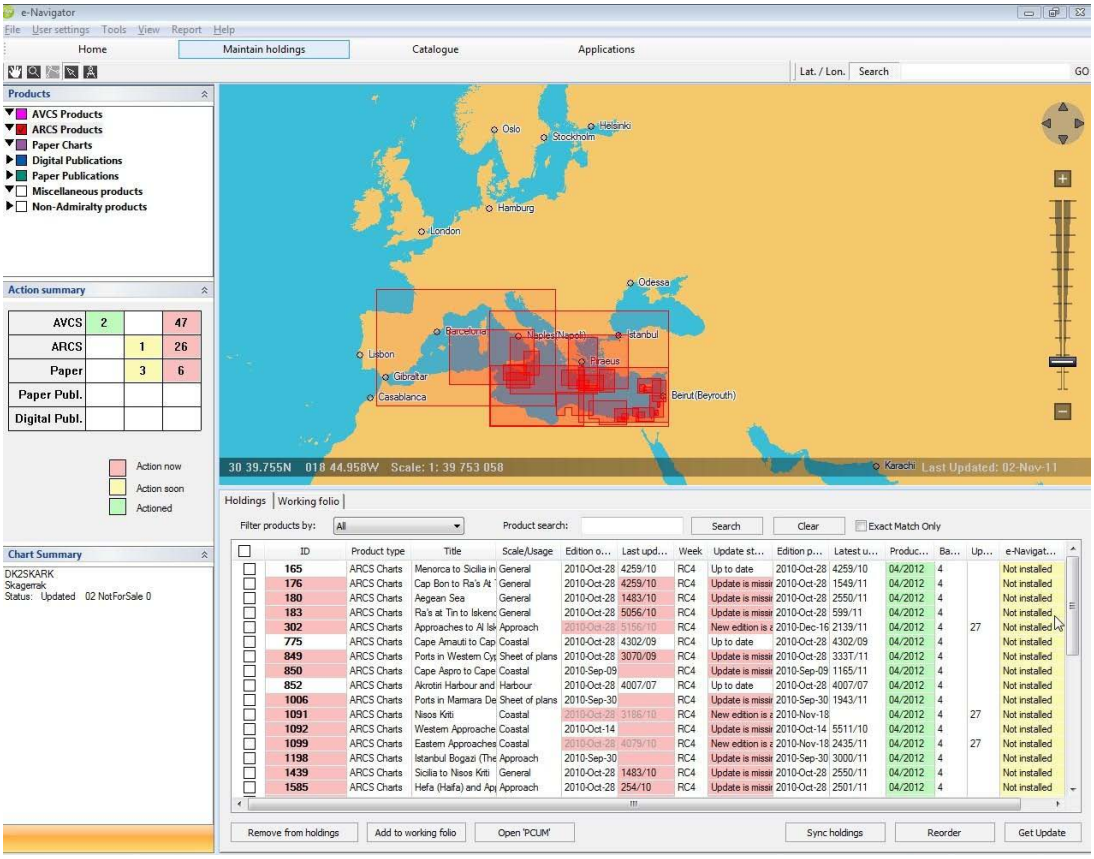


The Home page has only a tabular display showing the status of your catalogues.

The other three screens (Maintain Holdings, Catalogue and Applications) have a tabular display which is always in the bottom right below the graphical display. In these screens you can use the cursor to expand and reduce the amount of screen space taken up by the two displays. There is also 'Products' in the top left of the display which is used whenever there is an option to view product catalogues or products in the chart or table displays.

Action buttons are all listed across the bottom of the screens and change on each screen to suit the activity.

The colour coding within the application is designed to indicate to the user which products require 'action now', 'action soon' and which have been 'actioned':


e-Navigator
File User settings Tools View Report Help
Home
Maintain holdings
Catalogue
Applications
Lat. / Lon.
Search
GO
Products
AVCS Products
ARCS Products
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
Action summary
AVCS 2 47
ARCS 1 26
Paper 3 6
Paper Publ.
Digital Publ.
Action now
Action soon
Actioned
Chart Summary
DK2SKARK
Skagerrak
Status: Updated 02 NotForSale 0
Oslo
Stockholm
Helsinki
Hamburg
London
Odessa
Barcelona
Napoli(Napoli)
Istanbul
Lisbon
Piraeus
Gibraltar
Casablanca
Beirut(Beyrouth)
30 39.755N 018 44.958W Scale: 1: 39 753 058
Karachi
Last Updated: 02-Nov-11
Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Product type
Title
Scale/Usage
Edition o...
Last upd...
Week
Update st...
Edition p...
Latest u...
Produc...
Ba...
Up...
e-Navigat...
165 ARCS Charts Menorca to Sicilia in General 2010-Oct-28 4259/10 RC4 Up to date 2010-Oct-28 4259/10 04/2012 4 Not installed
176 ARCS Charts Cap Bon to Ra's At General 2010-Oct-28 4259/10 RC4 Update is missi 2010-Oct-28 1549/11 04/2012 4 Not installed
180 ARCS Charts Aegean Sea General 2010-Oct-28 1483/10 RC4 Update is missi 2010-Oct-28 2550/11 04/2012 4 Not installed
183 ARCS Charts Ra's at Tin to Iskenc General 2010-Oct-28 5056/10 RC4 Update is missi 2010-Oct-28 599/11 04/2012 4 Not installed
302 ARCS Charts Approaches to Al Isk Approach 2010-Oct-28 5156/10 RC4 New edition is a 2010-Dec-16 2139/11 04/2012 4 27 Not installed
775 ARCS Charts Cape Amauti to Cap Coastal 2010-Oct-28 4302/09 RC4 Up to date 2010-Oct-28 4302/09 04/2012 4 Not installed
849 ARCS Charts Ports in Western Cyp Sheet of plans 2010-Oct-28 3070/09 RC4 Update is missi 2010-Oct-28 333T/11 04/2012 4 Not installed
850 ARCS Charts Cape Aspro to Cape Coastal 2010-Sep-09 RC4 Update is missi 2010-Sep-09 1165/11 04/2012 4 Not installed
852 ARCS Charts Akrotiri Harbour and Harbour 2010-Oct-28 4007/07 RC4 Up to date 2010-Oct-28 4007/07 04/2012 4 Not installed
1006 ARCS Charts Ports in Marmara De Sheet of plans 2010-Sep-30 RC4 Update is missi 2010-Sep-30 1943/11 04/2012 4 Not installed
1091 ARCS Charts Nisos Kriti Coastal 2010-Oct-28 3186/10 RC4 New edition is a 2010-Nov-18 04/2012 4 27 Not installed
1092 ARCS Charts Western Approache Coastal 2010-Oct-14 RC4 Update is missi 2010-Oct-14 5511/10 04/2012 4 Not installed
1099 ARCS Charts Eastern Approaches Coastal 2010-Oct-28 4079/10 RC4 New edition is a 2010-Nov-18 2435/11 04/2012 4 27 Not installed
1198 ARCS Charts Istanbul Bogazi (The Approach 2010-Sep-30 RC4 Update is missi 2010-Sep-30 3000/11 04/2012 4 Not installed
1439 ARCS Charts Sicilia to Nisos Kriti General 2010-Oct-28 1483/10 RC4 Update is missi 2010-Oct-28 2550/11 04/2012 4 Not installed
1585 ARCS Charts Hefa (Haifa) and Ap Approach 2010-Oct-28 254/10 RC4 Update is missi 2010-Oct-28 2501/11 04/2012 4 Not installed
Remove from holdings
Add to working folio
Open 'PCUM'
Sync holdings
Reorder
Get Update

Update status refers to the ECDIS update status.

e-Navigator Status refers to the status of data loaded in Planning Station.

Key Functional Areas

Home Screen

Planning Station always opens at the Home screen. The Home screen displays the status of the catalogues and the vessel's holdings. From the Home screen you are able to check the status of the catalogues using the 'Check my status' button. This allows requests to be sent to the e-Navigator server to check if the catalogues used in Planning Station are the latest available. If not, it will send back the changes to bring your catalogues up to date.

Maintain Holdings Screen

The Maintain Holdings screen is used to display your holdings on a graphic view and in a table, as well as providing the tools for you to keep your holdings up-to-date. The term 'Holdings' refers to the products held onboard or licensed to be used onboard your vessel.

Catalogue Screen

The Catalogue screen displays graphically, and in a table, the product catalogues from UKHO and your Admiralty Chart Agent. It also provides all the tools necessary to place paper charts and publications in the holdings, to plot the route and create baskets and orders.

Applications Screen

The Applications screen allows you to view installed Admiralty digital charts and layers (AVCS, AIO and ARCS) and to access additional subscribed modules and services such as TotalTide, Weather and Port Databases.

Admiralty products

AVCS

The Admiralty Vector Chart Service (AVCS) brings together Electronic Navigational Charts (ENCs) from national Hydrographic Offices around the world to provide comprehensive, official, worldwide coverage.

AIO

The Admiralty Information Overlay (AIO) is a digital data set that is designed to be displayed over ENCs in some ECDIS and e-Navigator Planning Station to provide additional information to the navigator.
The Overlay contains all Admiralty Temporary & Preliminary Notices to Mariners (T&P NMs) in force worldwide and provides additional preliminary information that is specific to ENCs, such as reported navigational hazards that have been incorporated on paper charts but have not yet been included in ENCs.

ARCS

Admiralty Raster Chart Service (ARCS) is the UKHO's paper chart portfolio presented in a digital format.

TotalTide

TotalTide is a tidal prediction program that provides fast, accurate tidal height and tidal stream predictions. The software automates the prediction process, and provides an easy means of viewing both under-keel and safe overhead clearances. It contains tidal information for over 7,000 ports and more than 3,000 tidal stream stations worldwide

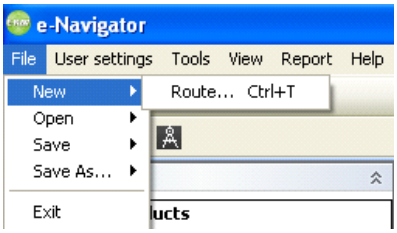
User Interface

Menu options

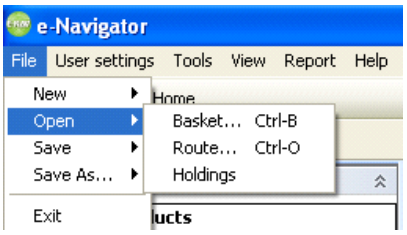
The menu bar consists of the below functions;

Click on the menu bars to expand each list, if the item is greyed out, it may be that you have to be in the correct screen, i.e. to create a Holdings audit report you have to be in the Maintain Holdings screen.

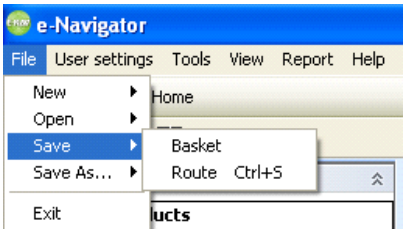
File menu



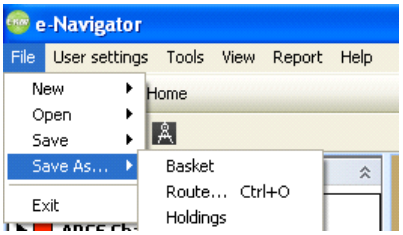
File > New > Route allows you to create a new route in the catalogue or applications page.



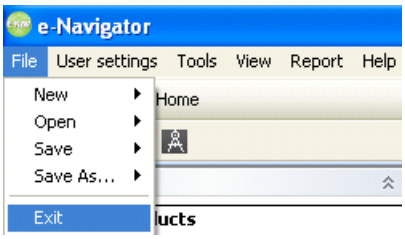
File > Open > Basket allows you to open a basket in the catalogue page.
File > Open > Route allows you to open a route in the catalogue page.
File > Open > Holdings allows you to load a paper chart holdings file in the maintain holdings page.



File > Save > Basket allows you to save a new basket in the catalogue.
File > Save > Route allows you to save a new route in the catalogue.



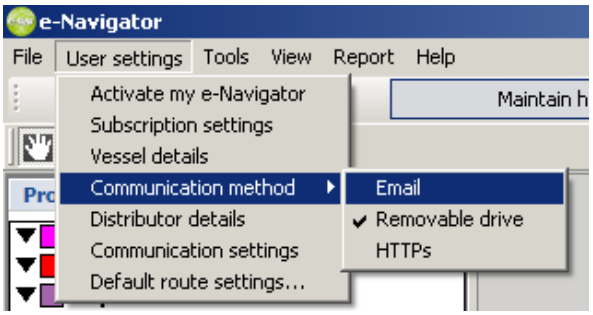
File > Save As > Basket allows you to save a new basket in the catalogue.
File > Save As > Route allows you to save a new route in the catalogue.
File > Save As > Holdings allows you to save paper products as holdings.



File > Exit allows you to exit the application.

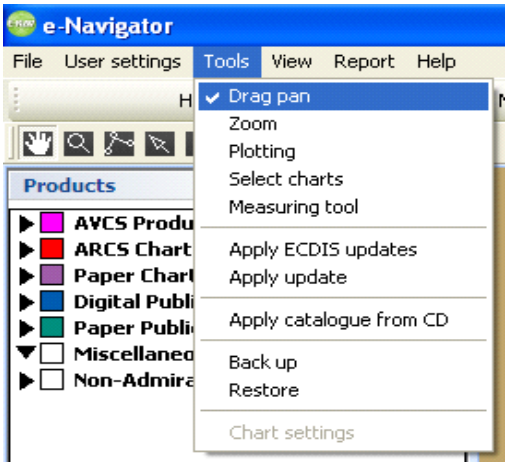
User Settings Menu

Opens the activation pop up box
Opens the download preferences pop up box to change preferences
Displays the Vessel's details
Allows the user to choose communication method
Displays details about your Admiralty Chart Agents
Opens the Email settings pop up which needs to be completed for connected Email
Opens the default route settings pop up which can be controlled by the user



User settings > Communication method allows the vessel to choose preferred method of communication for requesting updates and sending orders

Tools Menu

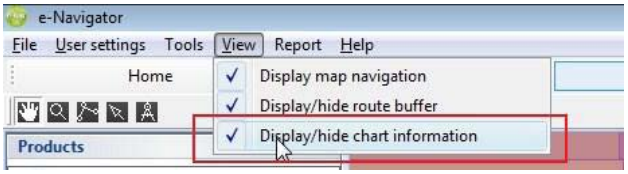


Selects the pan tool to pan across the graphical display
Selects the zoom tool to zoom in and out of the graphical display
Selects the plot tool to plot routes in the catalogue and applications pages
Selects the tool for selecting charts and publications in the graphical display
Selects the measure tool for measuring in all graphical displays

Opens the ECDIS exchange set pop up box to exchange permits and data
Opens the apply update pop up box where a reply file can be selected from USB

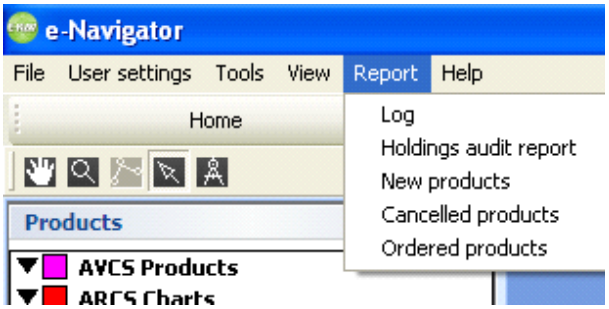
Allows the user to manually update the catalogue from CD
Opens the back up tool to back up the application
Opens the restore tool to restore the application
Opens the Chart setting control. Only active in the applications screen when AVCS or ARCS charts are selected

View Menu



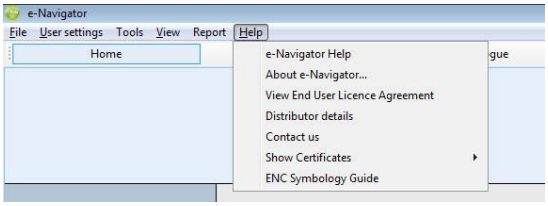
Toggles the zoom/scroll controls on the graphical display
Toggles the display of Safety Zone
Toggles the chart information panel

Report Menu



Opens the Planning Station Log which details actions
Allows the user to launch a Holdings Audit report Maintain Holdings
Creates a new products report
Creates a cancelled products report
Creates a products on order report

Help Menu



Opens the Planning Station User Manual
Displays information for Planning Station version and copyright
Opens the End User Licence Agreement in PDF
Opens a PDF listing a full Admiralty Distributor list
Opens pop up to contact Distributor
Enables you to view your product certificates
Opens the guide to ENC symbols

Cursor function tool bar

The cursor function toolbar is available on all the screens with the graphical display, but does not always offer all the tools.

Drag-pan tool: Allows you to grab the screen and drag the map view using left click and hold, or centre the screen by double clicking a location.

Zoom tool: Zoom in using left click and zoom out using right click. Hold left click and drag the cursor to draw a zoom area, release left click to zoom to selected area.

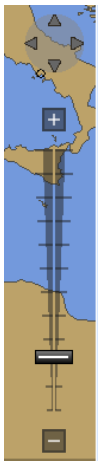
Plot tool: Left click to start plotting a route by placing a first waypoint. Continue left clicks to place additional waypoints. Double click to place the end waypoint and end the route.

Selection tool: Left click to select an item on the graphic display. Right click to unselect a previously selected item, or Right click over a waypoint or route leg to get a pop up menu. Double click opens a properties pop up window for the item clicked on if applicable. Hold left click over a waypoint and drag to move it. Hover over a catalogue item in this mode and a tool tip with details of product under the cursor appears.

Measure tool: Hold left click at the start point and drag; release the cursor at the finish point. Use the 'Delete' key on the keyboard to clear measurements from the screen.

Pan and Zoom

The default mouse action is 'Drag-pan', but panning can also be achieved using the controls at the top of the zoom slider bar on the graphic display. Each click on these controls moves the screen by one third in the selected direction. In drag-pan mode a double left click on the graphic display re-centres the screen to the cursor position.



The 'Drag-pan' icon on the tool bar allows you to reselect this mode if the cursor mode is changed to another function at any point.

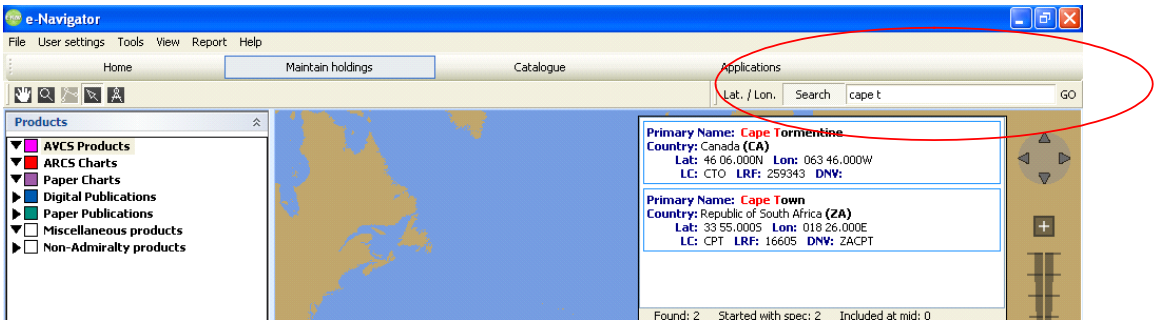
The 'Zoom slider bar' zooms the display in and out in defined steps.

The 'Zoom' tool on the tool bar allows you to define an area of the display by dragging out a box using the mouse with the left button held down. Once the button is released the screen redraws to the limits of the box.

Zooming can also be achieved by using a mouse wheel if present.

For the zoom slider bar the zoom steps may depend on the data being viewed. For example the steps may be different for AVCS and ARCS if viewing charts in the Applications Page.

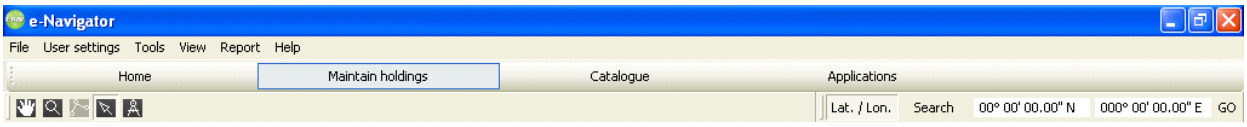
Search



Users can use the 'Search' box to search the Admiralty Gazetteer. You may search on a location name or alias for that location.

As you type into the 'Search' box, a list of ports matching the search string is displayed below the 'Search' box. The list is refined as more letters are typed. Click on the port required to centralise the screen on that location.

When the Lat / Long option is selected you are presented with two boxes, one for Latitude the other for Longitude. It is assumed that the first box will always hold the Latitude.



You may enter positions either as:

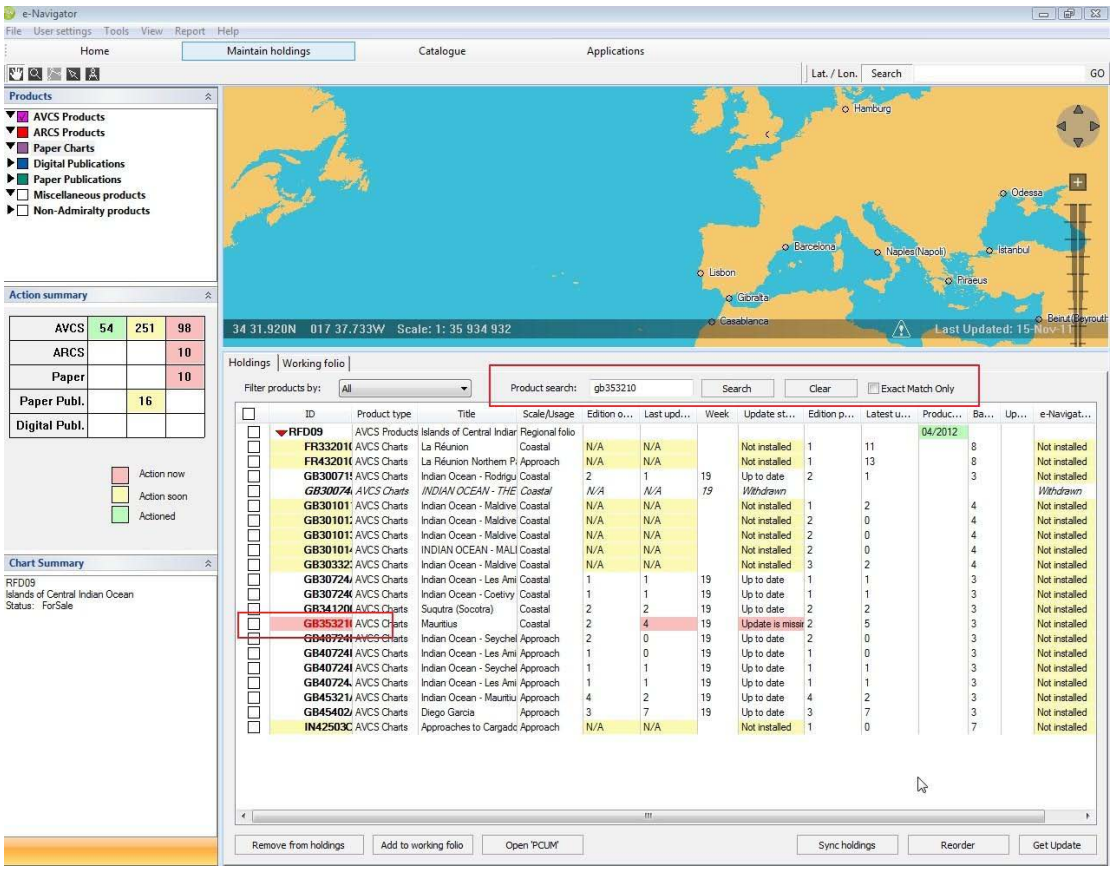
- degrees and decimals
- degrees, minutes and decimals or
- degrees, minutes and seconds.

You may enter degree, minute and second symbols if you wish but they are not required. You may either enter an initial for the hemisphere or you may use '+' for N and E and '–' for W and S.

Product Search

Products can be searched for within the Maintain Holdings and Catalogue screens. The Product search function looks at the ID and Title fields only.

Using the function shown below type the search term to be used into the text box and select search.



Tick the 'Exact Match Only' to search for only that term in the product lists; this may be particularly useful in searching for a particular cell or chart number.

Select the 'Clear' button to clear the search and reset the Product lists.

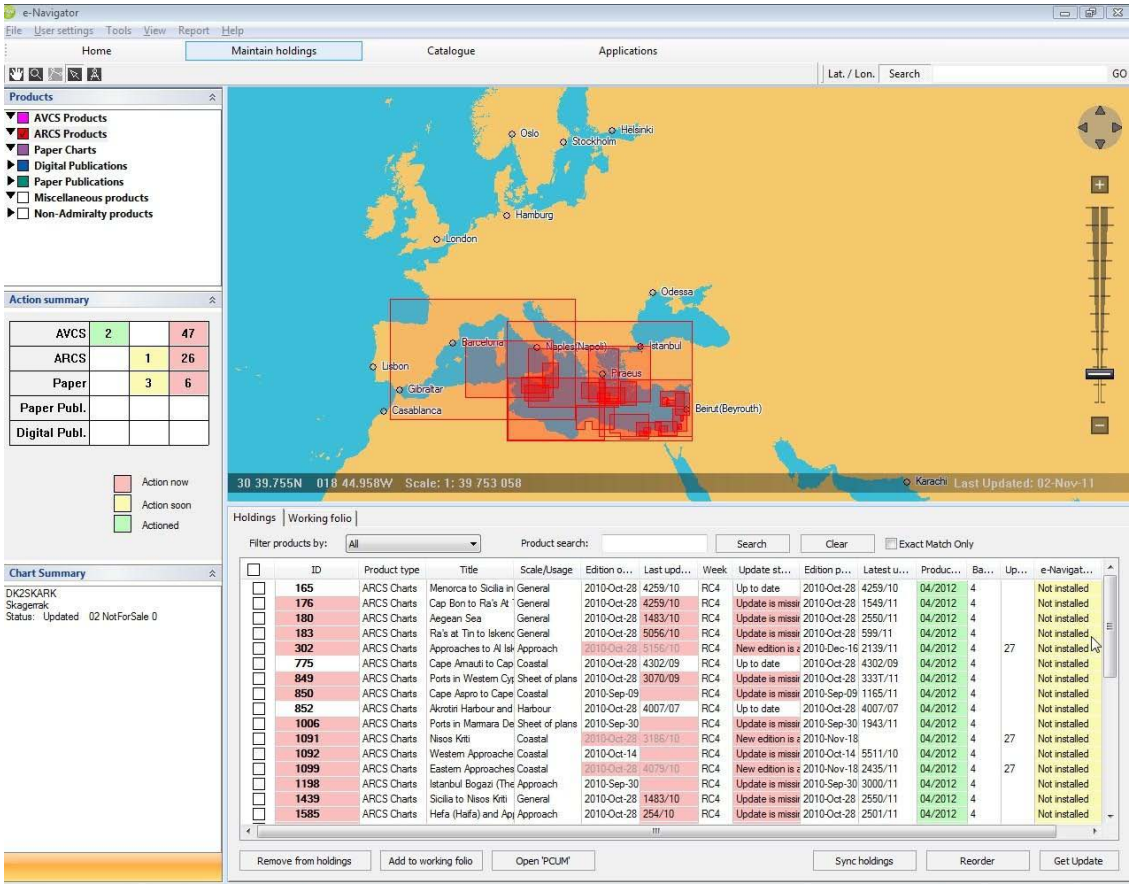
NB: The search function does not use wildcard characters such as % and * which may be used in other search functions.

Column Sorting in Tabular Display

Click on the column headings to sort them alpha-numerically.
Subsequent clicks will toggle between ascending and descending order.
Sorting of the ID column is at the individual product and folio level only.

Use of the Graphical and Tabular Displays

The two displays in the Maintain Holdings and Catalogue screens provide similar functions. The graphic and tabular displays show the information selected in the 'Products Selection panel'.



Selecting Products in the Graphical Display

To select products in the graphical display you must first select the product types in the 'Products Selection panel'. Change the cursor to 'Selection' mode from the cursor toolbar. Hold the cursor over the product outline on the display that you want to select and it will highlight in yellow. Left click on a highlighted product to select it and it will remain highlighted.

To deselect a product, repeat the process and use a right mouse click. When products are selected in the graphical display, they will be ticked in the table.

Selecting Products in the Tabular Display

To select products, tick the product types in the 'Products Selection panel' and left click on the row of the product. This will tick the box in the left hand column to indicate that it is selected. The outline of the product will also be highlighted in the graphical display. You can now use one of the action buttons along the bottom of the screen to perform actions on the selected products.

Product Selection Panel

The 'Products' selection panel is a side menu in the Maintain Holdings, Catalogue, and Applications screens. Its purpose is to control which product types are displayed in the graphical and tabular displays.

You can expand the product list using the arrows on the left of the menu. Arrows pointing to the right ▶ mean that the product type can be expanded to a more detailed list. Arrows pointing down ▼ mean that the list does not expand any further. Clicking the arrow will compress the list. The range of products that you can view varies for each screen and may depend on which products you are licensed to view.

Products types may be selected singularly or in combination (except on the Applications screen where they can only be viewed singularly). Products with a range of scale or sales unit options (e.g. folios) will have separate entries in the product tree for each sub-type and these can be individually selected.

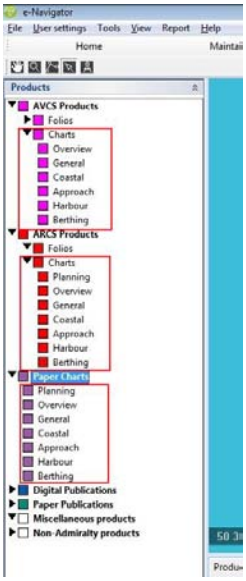
Un-ticking a product type removes the product type from the graphical display and the tabular list. Selections are retained within a session i.e. when navigating backwards and forwards through different screens the product selection is retained. Closing the programme clears all selections.

Deselecting the product type in the 'Products Selection panel' side menu will clear all related selections in the graphical and tabular displays.

Paper Chart and ARCS Scales in the Products Selection Panel

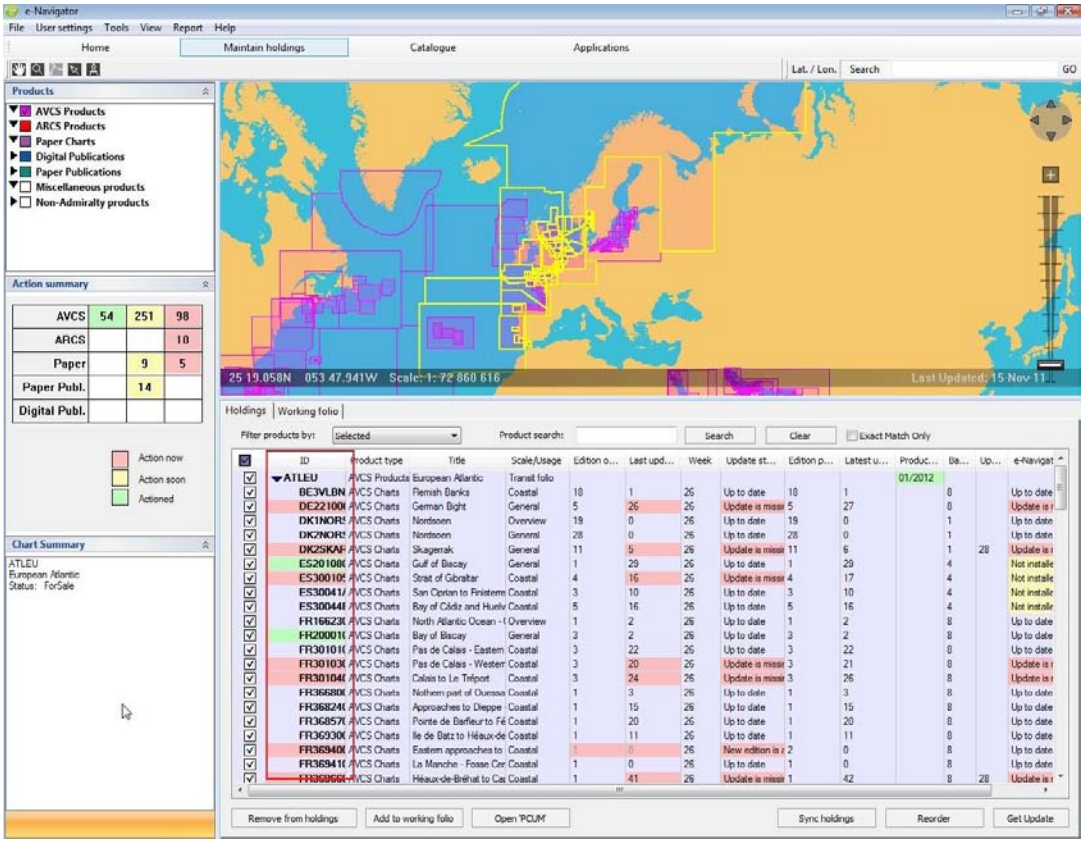
ARCS and paper charts are grouped, where appropriate, into scale bands which approximate to the usage bands for ENCs:

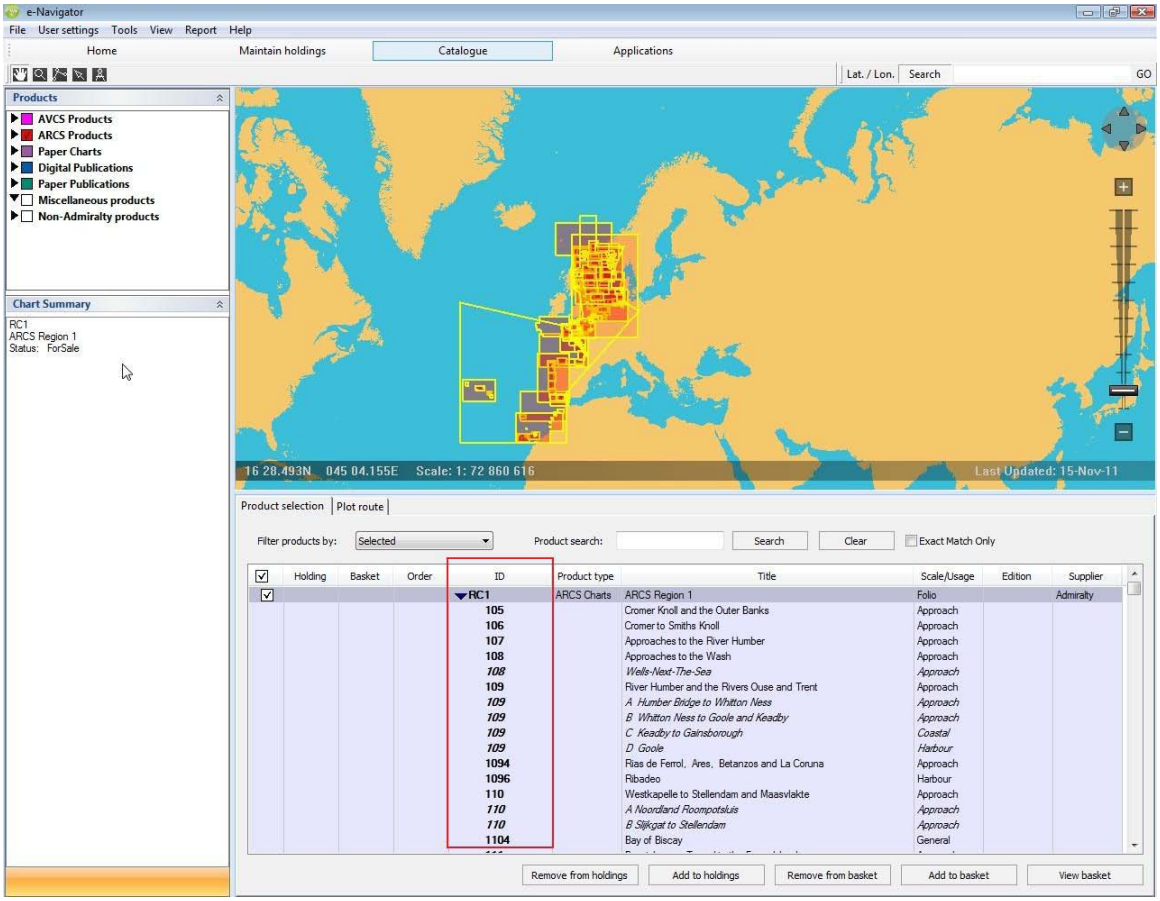
Usage Band	Chart Scale
Planning	< = 1 : 5,000,000
Overview	< = 1 : 1,500,000
General	< = 1 : 350,000
Coastal	< = 1 : 90,000
Approach	< = 1 : 22,000
Harbour	< = 1 : 4,000
Berthing	> = 1 : 4,000



Folios

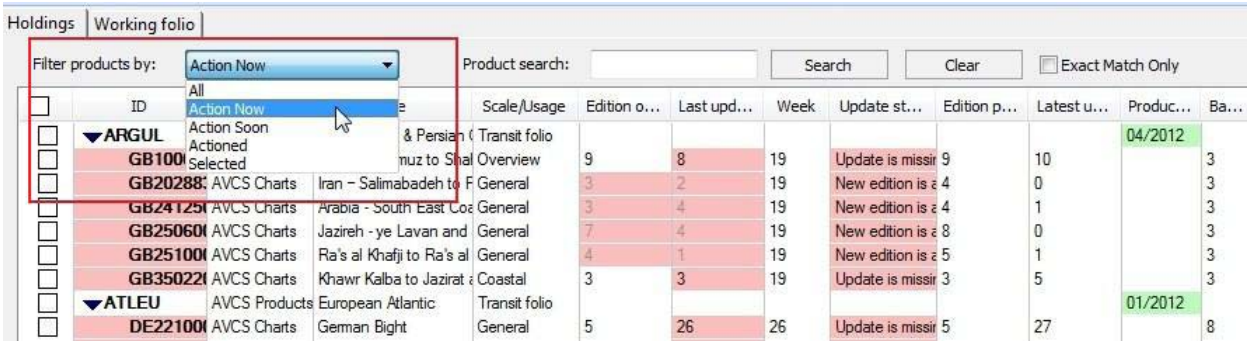
Where an AVCS or ARCS product is sold in folios (e.g. each AVCS folio is made up of a number of ENCs), you can expand the information shown in the tabular list to access information on the cells contained within the folio.




e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search GO
Products
AVCS Products
ARCS Products
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
Chart Summary
RC1
ARCS Region 1
Status: ForSale
16 28.493N 045 04.155E Scale: 1: 72 860 616
Last Updated: 15-Nov-11
Product selection
Plot route
Filter products by: Selected
Product search:
Search
Clear
Exact Match Only
Holding Basket Order ID Product type Title Scale/Usage Edition Supplier
RC1 ARCS Charts ARCS Region 1 Folio Admiralty
105 Cromer Knoll and the Outer Banks Approach
106 Cromer to Smiths Knoll Approach
107 Approaches to the River Humber Approach
108 Approaches to the Wash Approach
108 Wells-Next-The-Sea Approach
109 River Humber and the Rivers Ouse and Trent Approach
109 A Humber Bridge to Whitton Ness Approach
109 B Whitton Ness to Goole and Keadby Approach
109 C Keadby to Gainsborough Coastal
109 D Goole Harbour
1094 Rias de Ferrol, Ares, Betanzos and La Coruna Approach
1096 Ribadeo Harbour
110 Westkapelle to Stellendam and Maasvlakte Approach
110 A Noordland Roompotsluis Approach
110 B Slijkgat to Stellendam Approach
1104 Bay of Biscay General
Remove from holdings
Add to holdings
Remove from basket
Add to basket
View basket

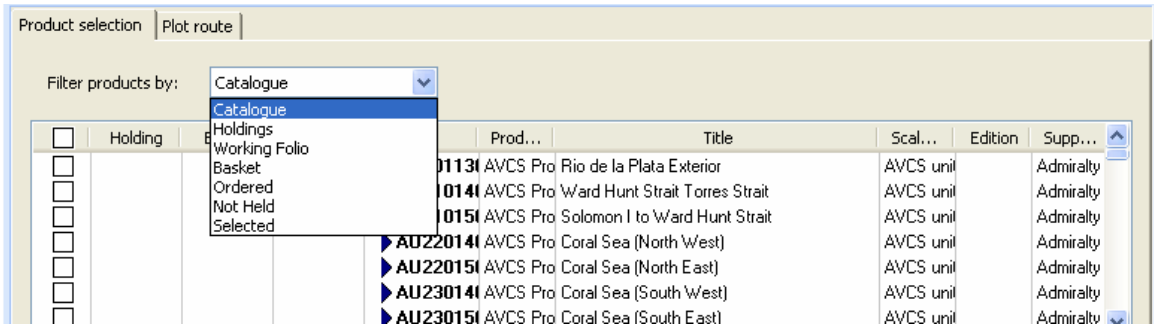
Filtering

The tabular list can be filtered using the 'Filter products by' drop down menu. Within the Maintain Holdings, filter the products held onboard by their update status.

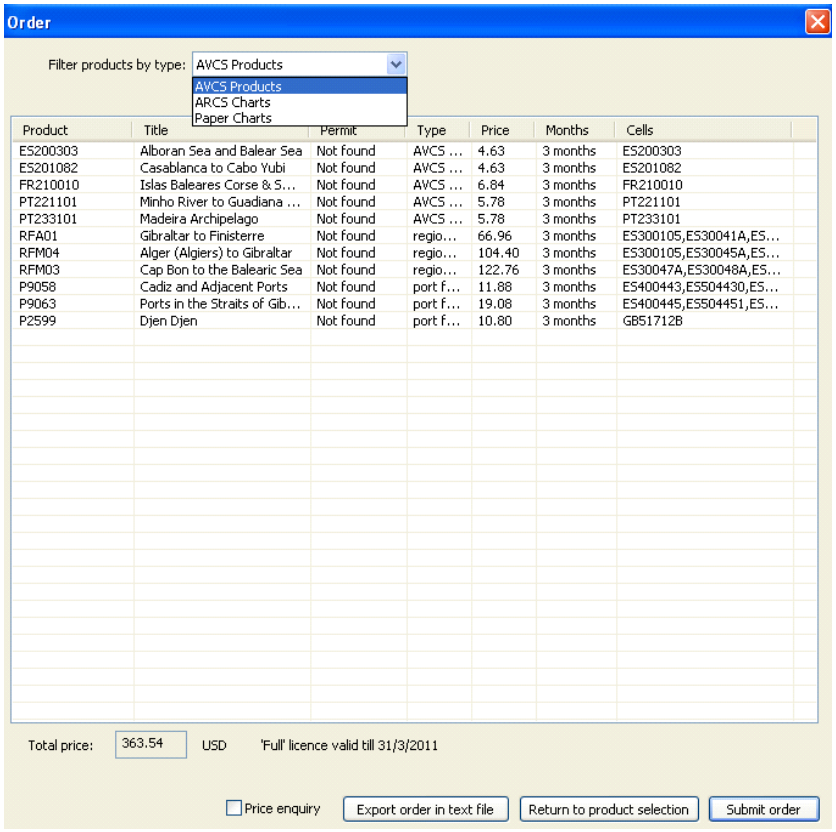


Within the Catalogue screen, filter products by their status as shown below:

- Catalogue – show all products
- Holdings – show only those products held on board
- Basket – show only those products placed in your basket
- Ordered – show only those products that are on order
- Not Held – show only those products that are not held on board
- Selected – show only those products that are selected.



Within the Order screen, filter products by product type

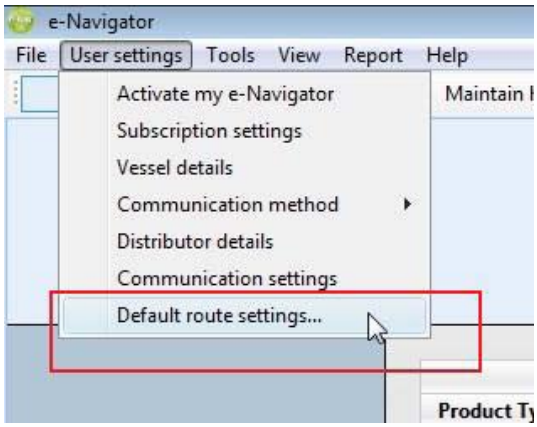

Order
Filter products by type:
AVCS Products
AVCS Products
ARCS Charts
Paper Charts
Product
Title
Permit
Type
Price
Months
Cells
ES200303 Alboran Sea and Balear Sea Not found AVCS ... 4.63 3 months ES200303
ES201082 Casablanca to Cabo Yubi Not found AVCS ... 4.63 3 months ES201082
FR210010 Islas Baleares Corse & S... Not found AVCS ... 6.84 3 months FR210010
PT221101 Minho River to Guadiana ... Not found AVCS ... 5.78 3 months PT221101
PT233101 Madeira Archipelago Not found AVCS ... 5.78 3 months PT233101
RFA01 Gibraltar to Finisterre Not found regio... 66.96 3 months ES300105,ES30041A,ES...
RFM04 Alger (Algiers) to Gibraltar Not found regio... 104.40 3 months ES300105,ES30045A,ES...
RFM03 Cap Bon to the Balearic Sea Not found regio... 122.76 3 months ES30047A,ES30048A,ES...
P9058 Cadiz and Adjacent Ports Not found port f... 11.88 3 months ES400443,ES504430,ES...
P9063 Ports in the Straits of Gib... Not found port f... 19.08 3 months ES400445,ES504451,ES...
P2599 Djen Djen Not found port f... 10.80 3 months GB51712B
Total price:
363.54
USD
'Full' licence valid till 31/3/2011
Price enquiry
Export order in text file
Return to product selection
Submit order

Plotting Routes

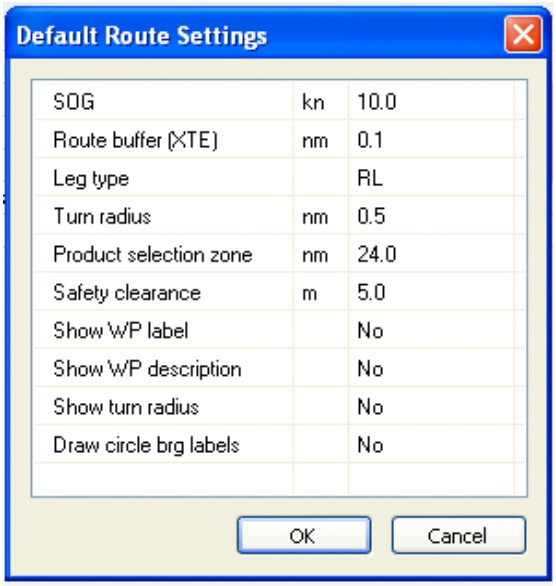
The 'Plot' tool is active in the Catalogue and Applications screens in Planning Station. Route plotting in the Catalogue is designed to allow you to visualise the charts that are linked to your route and make selections. Route plotting in the Applications screen allows you to view your route against installed charts and interrogate other data such as the AIO, TotalTide, Weather and Port data if installed.

Default Route Settings

Planning Station sets some default route settings for route plotting in the catalogue. To view and amend these settings go to 'User Settings' in the Main Menu bar and select 'Default route settings' or by right-clicking on a route leg in the Graphical Display.



This will activate the 'Default route settings' pop up:

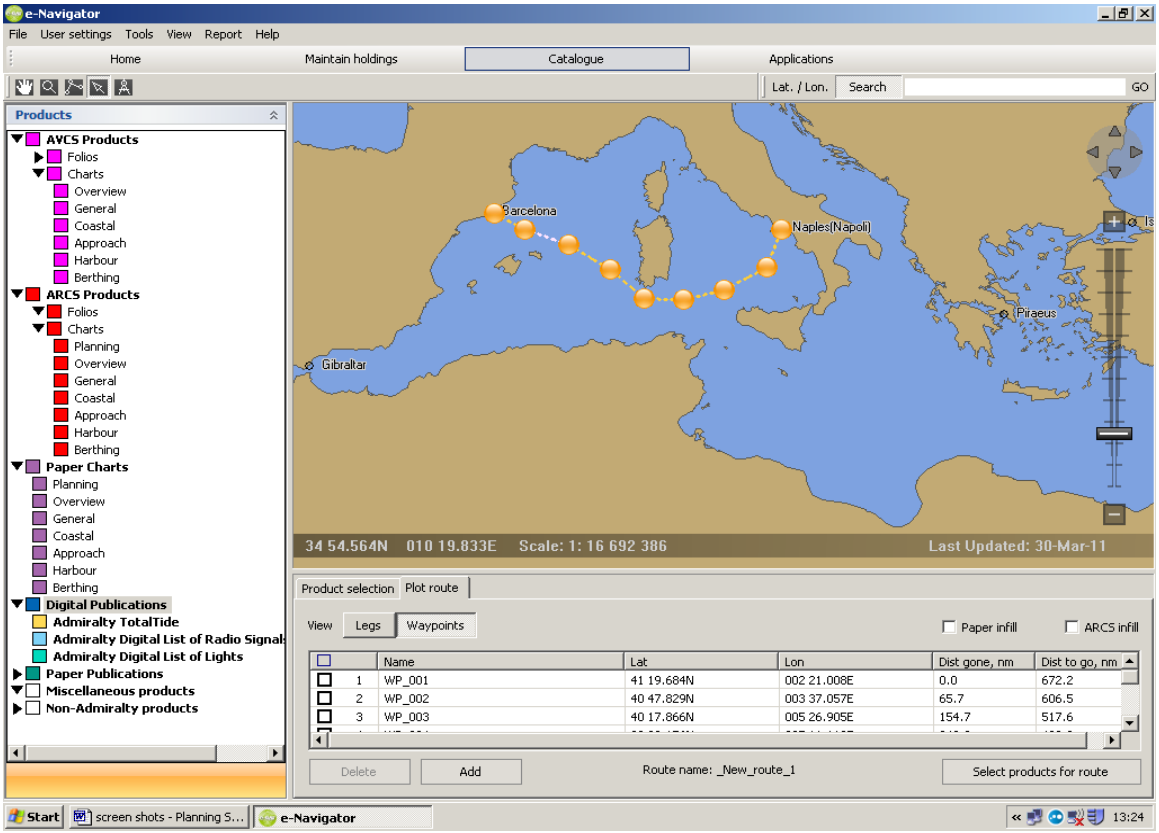


These route settings can be changed by double clicking the value to be edited in the right hand column.

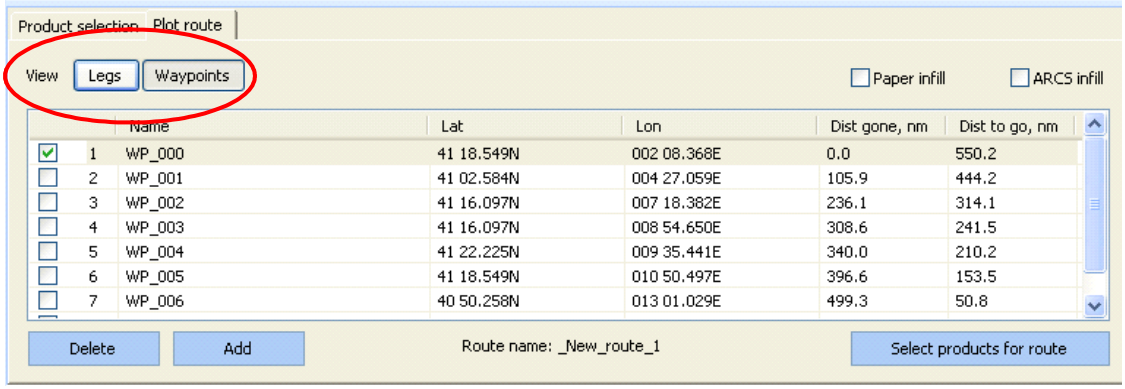
Plotting on the Graphical Display in the Catalogue

To plot routes graphically go to the Catalogue screen select the 'Plot' tool from the cursor toolbar. This automatically selects the 'Plot route' tab in the tabular display, which changes the table of products to a table for waypoints.

Use left click to plot waypoints and double left click to plot the final point and finish route plotting. A pop up window will ask you to name the route and clicking 'OK' will save it. If you need to plot past the edge of the graphical display the chart will automatically move as you reach the edge of the display.



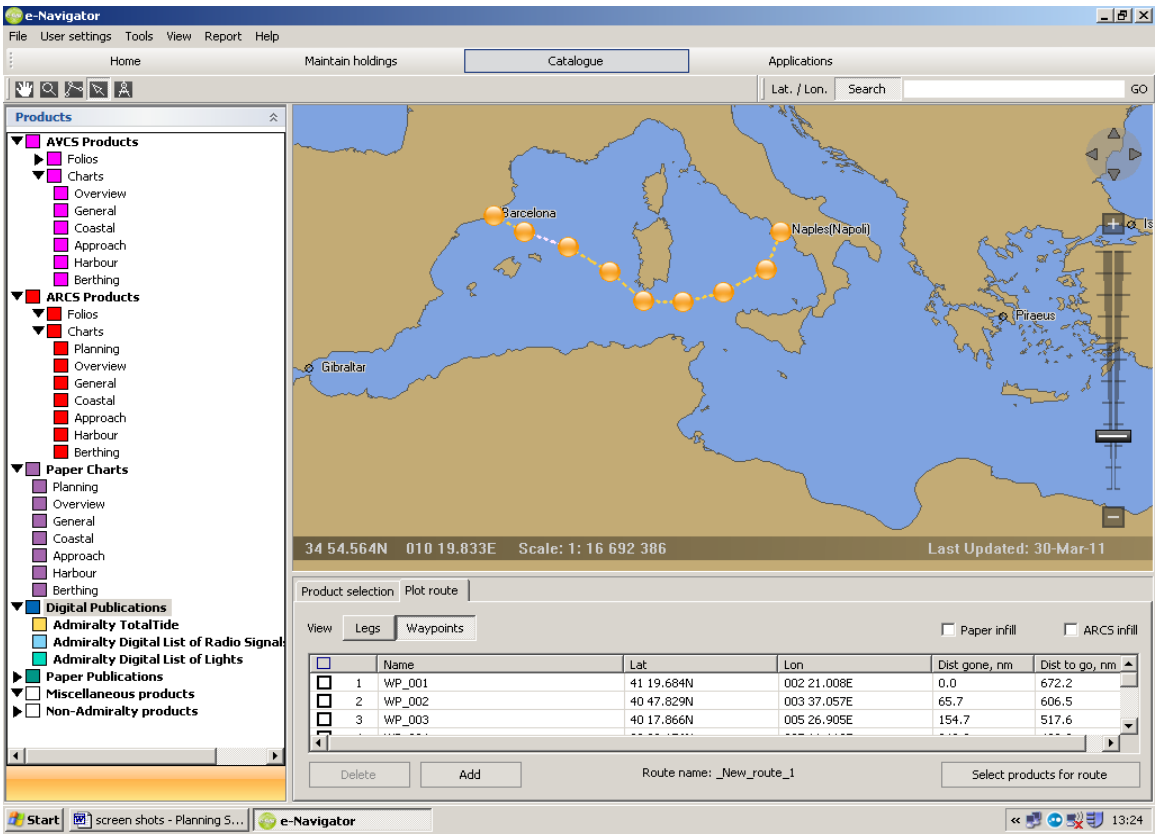
The waypoints plotted in the graphical display are listed in the tabular list and by clicking on the Legs or Waypoints buttons you can choose how to view your route, either as a list of waypoints or a list of legs.



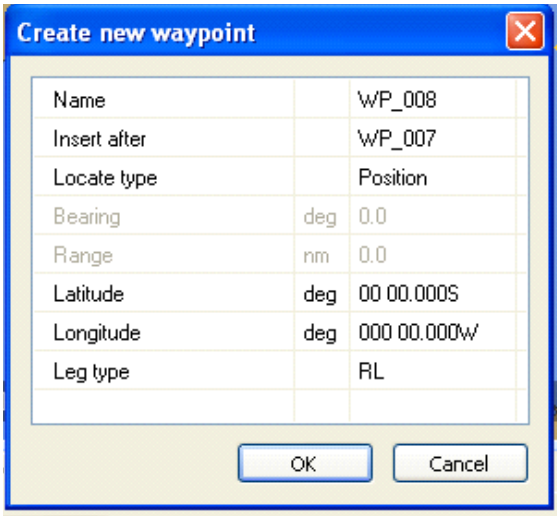
When plotting the route, it is possible to use the pan and zoom tools on the right of the graphic display. You can also zoom by using the + or – key on the keyboard or the middle wheel of the mouse.

Creating a route using the keyboard

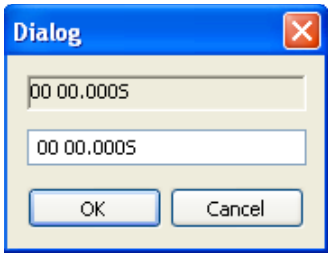
To create a route using the keyboard go to the Catalogue screen and select the 'Plot route' tab in the tabular display, this changes the table of products to a table for waypoints. To start entering Waypoints click on the 'Add' button and follow the process below;



The 'Create new waypoint' pop up can be edited using the mouse and keyboard.



Double click in the fields in the right hand column of the pop up. Editing Latitude and Longitude will open an additional pop up where you enter the coordinates.

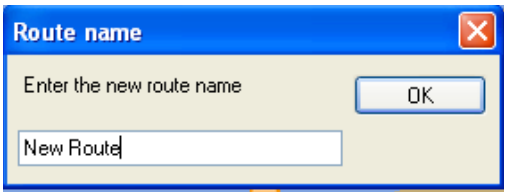


When you have entered the latitude and longitude click OK

Leg type can be changed between Great Circle and Rhumb Line.

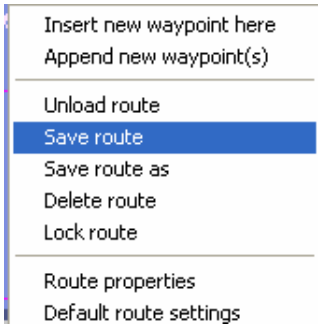
Saving a route

There are several ways to save a route once it has been plotted. When you click to plot a route a pop up will ask if you would like to name the route;



Entering a name for the route and clicking 'OK' saves the route as a route file in the Routes folder within e-Navigator.

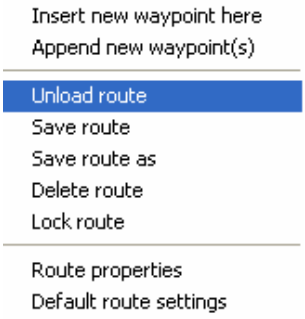
You can also save a route by using the 'File' menu or right clicking on the route and selecting 'Save route' or 'Save route as'.



The route is now saved and can be reloaded as described in Load an Existing Route.
The route can also be exported to your front of bridge ECDIS, please see the section Planning Station and the ECDIS.

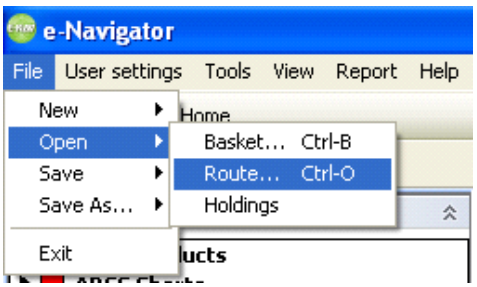
To Unload the route

To unload a route, right click on a route leg (not the waypoint) and select 'Unload route' from the drop menu. This will not delete a saved route.

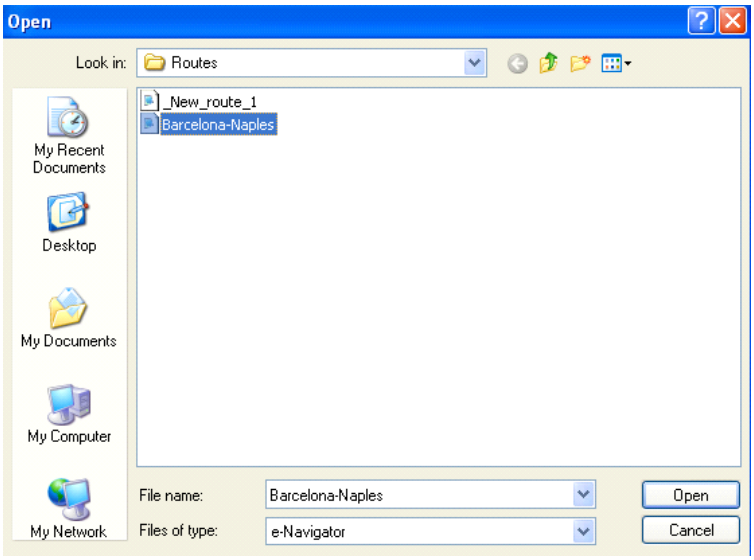


Load an Existing Route

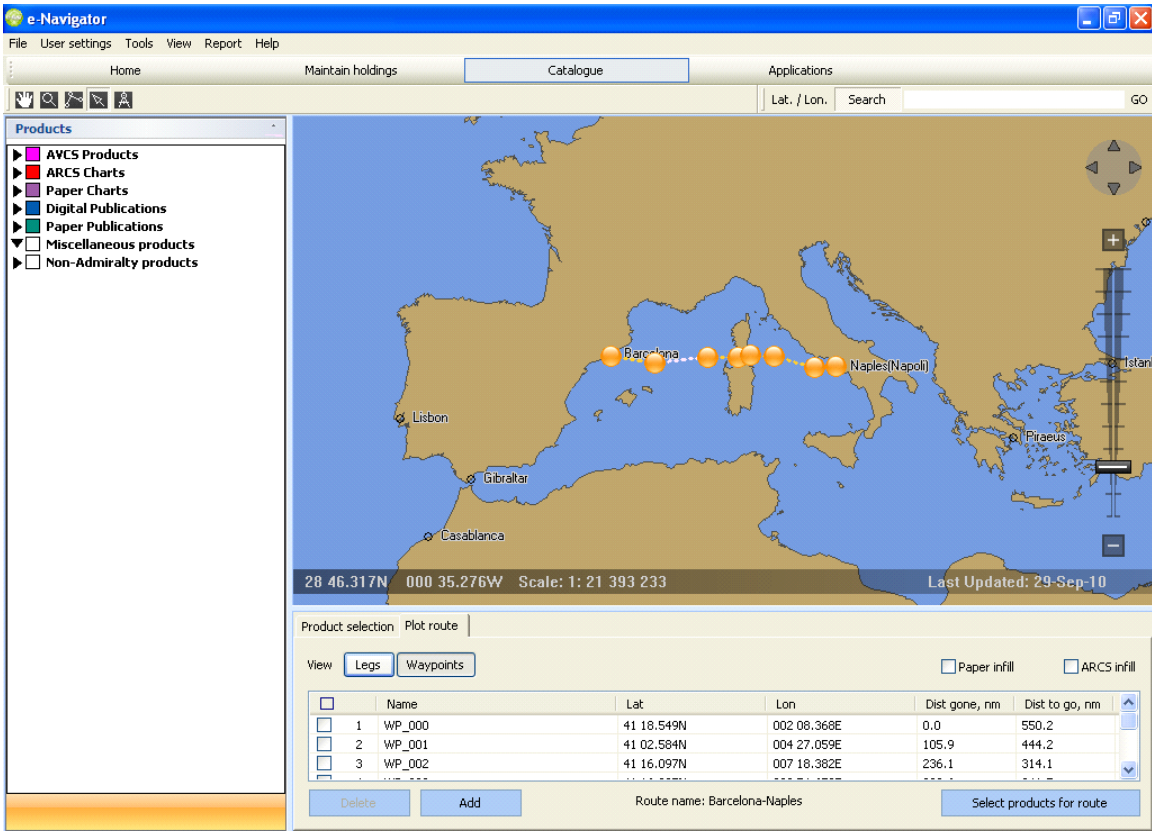
To 'load an existing route', go to the Catalogue screen and select File > Open > Route from the main menu bar.



Browse to the route required and click on 'open'.



Planning Station will load the route which will zoom and centre the graphical display to display the route.



Adding, Deleting and Moving Waypoints

Waypoints can be added, deleted, moved and appended as required at any time after the route has been plotted.

To insert a new waypoint on the graphical display, activate the Select Tool and right click on the leg of the route where you want to plot and select 'Insert new waypoint here' from the pop up menu.

Alternatively waypoints can be added in the table by clicking 'Add' at the bottom of the tabular display. This will bring up the 'Create new waypoint' pop up, where you can enter coordinates and select which waypoint to place the new waypoint after / before.

To append additional waypoints to the end of the route right click any leg of the route you want to append and select 'Append new waypoint(s)' from the pop up menu. Left click to plot the points and double click to plot the finish point.

Once plotted, all waypoints can be moved by holding left click on the waypoint and dragging to the required position.

To delete a waypoint right click on it and select 'Delete' from the pop up menu. Alternatively select the tick box next to a waypoint in the tabular list and click the 'Delete' button at the bottom of the table.

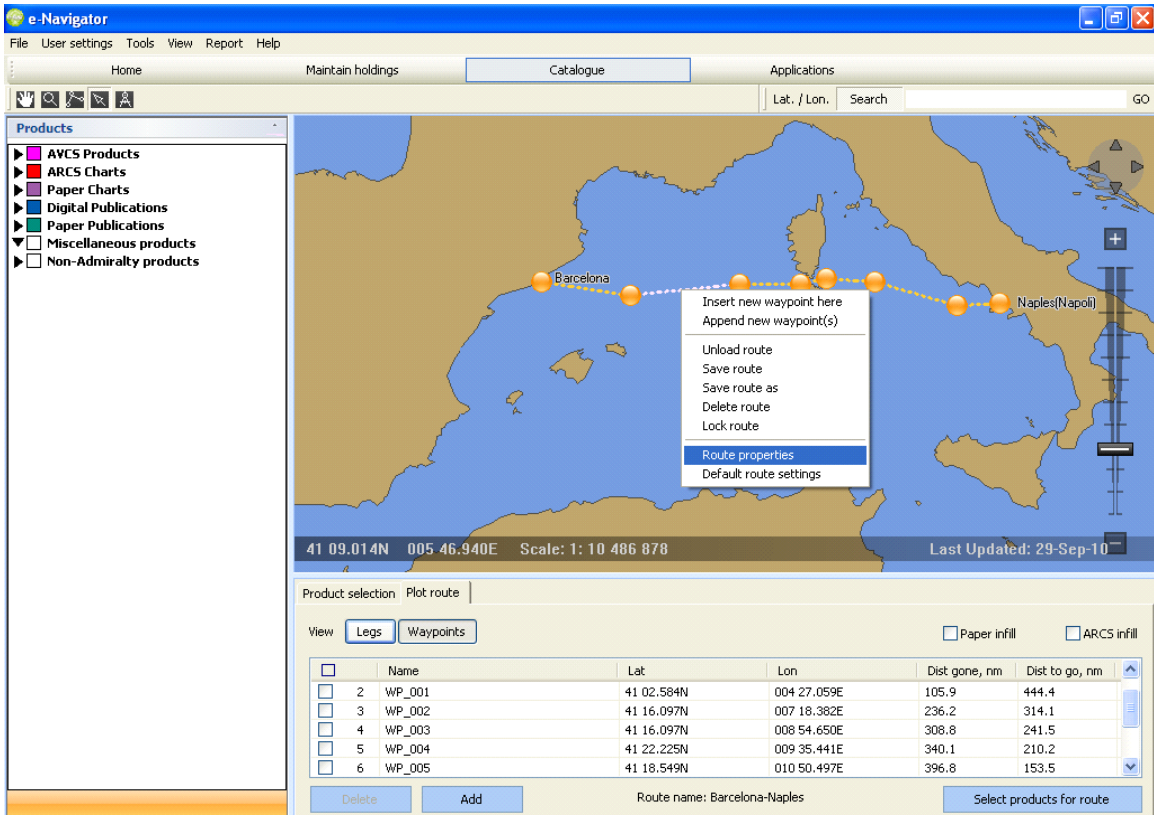
When waypoints have been deleted or added the default waypoint names are not renumbered.

Save the changes made to your route using right click on any leg of the route and selecting Save from the pop up menu or by using File, 'Save' or 'Save as' on the main menu.

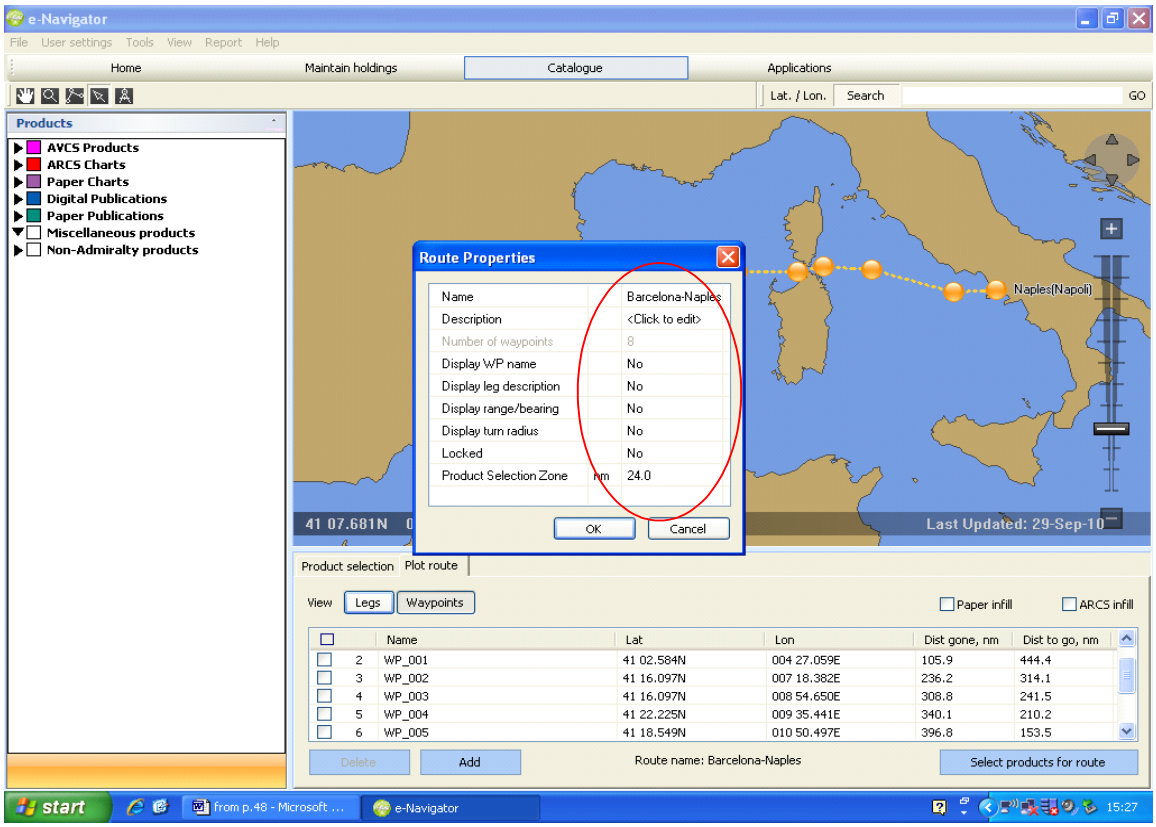
To avoid accidental changes to an existing route, waypoints can be locked by left clicking on the waypoint and selecting 'Lock' from the pop up menu. You can unlock in the same way.

Edit Route Properties

To open the 'Edit waypoint' table either right click on the waypoint and select Properties from the pop up menu or double left click on the waypoint either on the graphic display or in the waypoints table. To change these, double click on the required row.



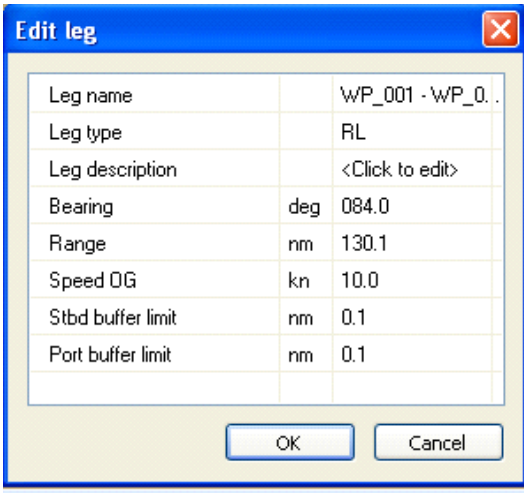
To open the 'Route properties' table right click on any leg of the route and select 'Route properties' from the pop up menu. To change route properties double click on the required row.



Here you can amend the name of the route, add a description of the leg, switch the waypoint names on / off, switch the leg description on / off, switch the range / bearing display on / off, switch the turn radius display on / off and lock the waypoint. You can also change the product selection zone, which is the distance each side of the route for which products will be selected when using the 'Select products for route' function. To change these, double click on the right hand column.

Edit Leg Properties

To edit the Leg properties of the route, double left click on the leg of your route. A pop up will appear,



Here you can amend the name of the leg, change the leg type to Great Circle or Rhumb line, add a description to the leg, amend the bearing of the leg, amend the range, change the speed over ground, amend the starboard and port buffer limit. To change these double click on the right hand column.

Searching for products in the Catalogue and within Maintain Holdings

There are several ways to search for products in the Catalogue and Maintain Holdings area of Planning Station.

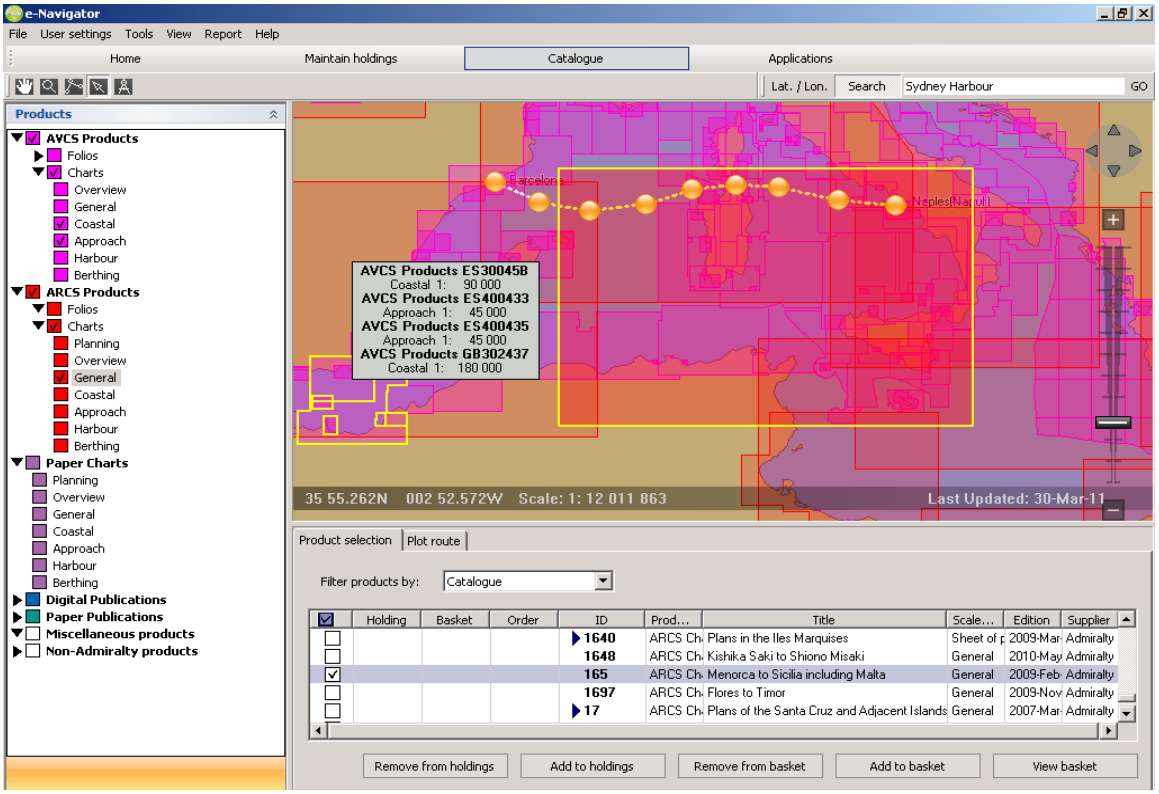
Using the Catalogue

To use Admiralty e-Navigator Planning Station, it must be installed and activated. To activate, refer to start up instructions - Activation.

Selecting individual products from the catalogue

To select individual products for an order, go to the Catalogue screen. Select the product types that you wish to view in the 'Products' side menu.

In the tabular display select the 'Product Selection' tab and set the 'Filter products by:' 'Catalogue' to display all products.



You can select the products you need either in the tabular display or graphic display.

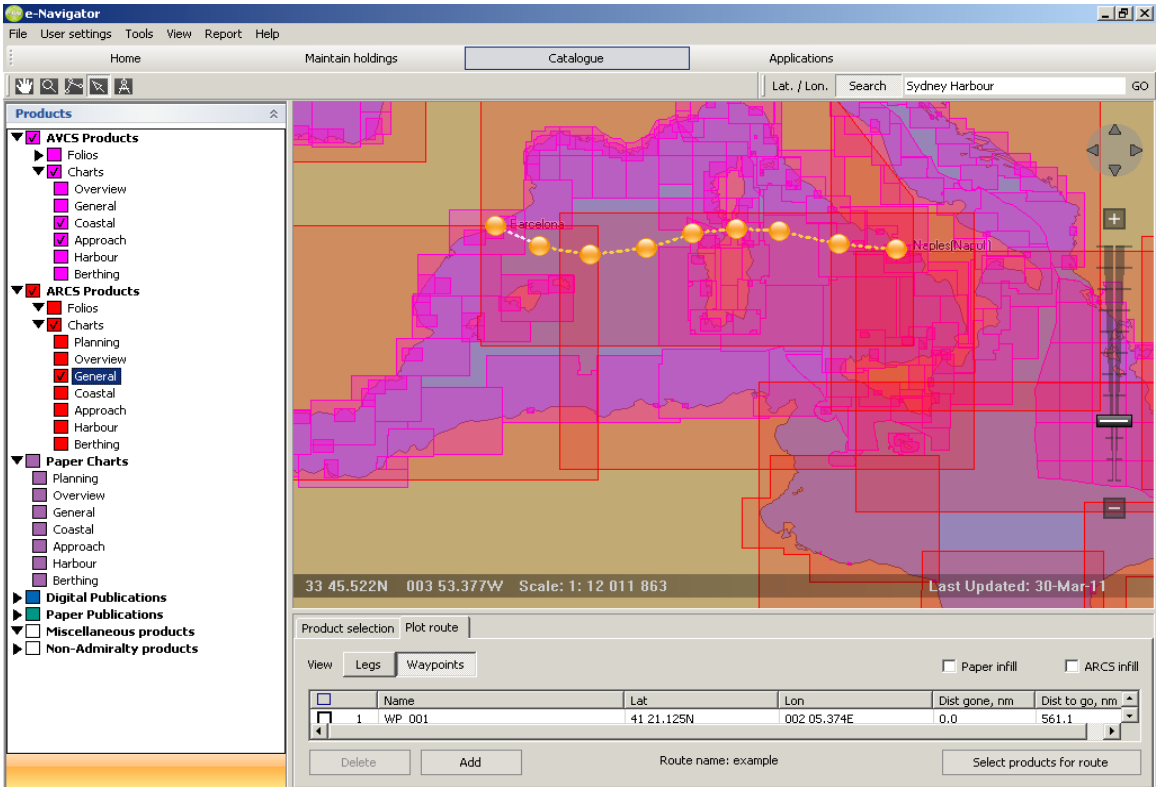
Select products in the tabular display by scrolling the list and ticking the box in the left hand column.

Select products using the graphical display by selecting the 'Selection' tool from the tool bar and left clicking on the product outline.

Selecting Products for a Route

Once a route has been plotted see 'Plotting Routes' you can use it to select the products required to navigate the route.

In the example below, a selection of product types have been chosen and the outlines of these products are shown in the graphical display.

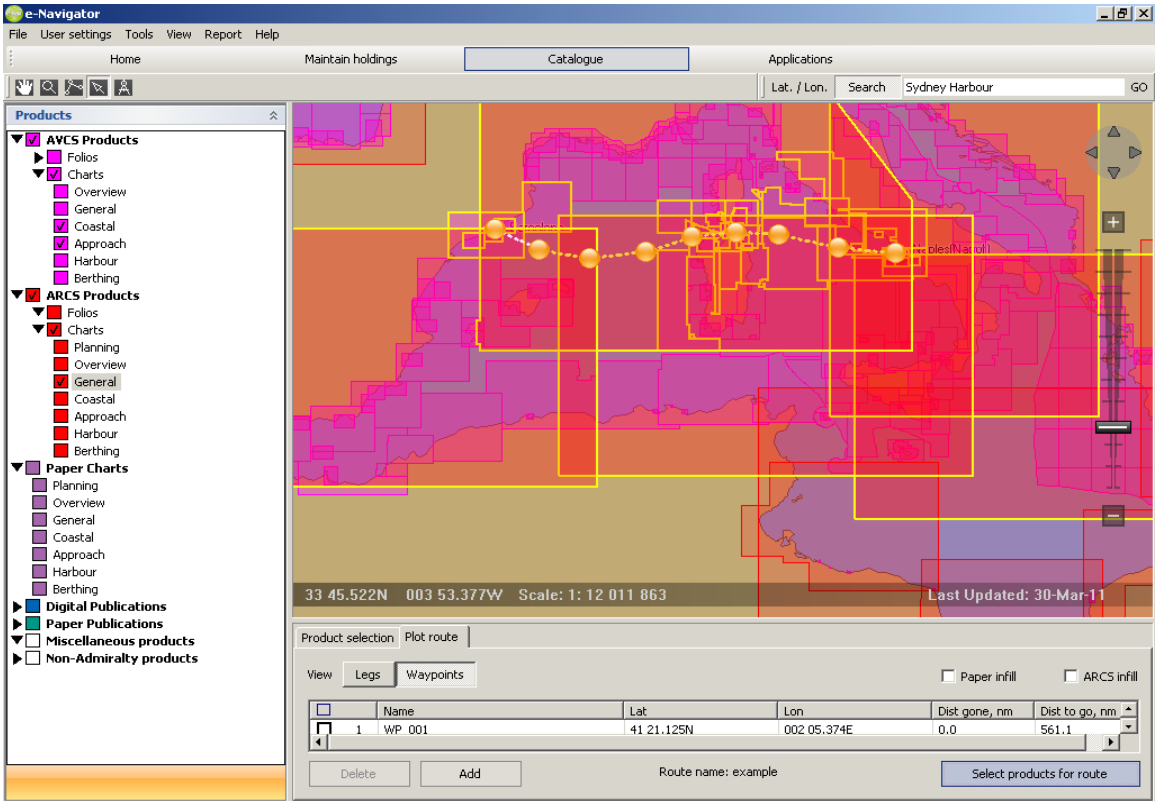


Select the 'Plot route' tab in the tabular display and then click on the 'Select Products for Route' button at the bottom of the screen. All of the products that your route crosses on the graphical display will be selected. This will only affect the product types selected from the 'Products Selection panel'.

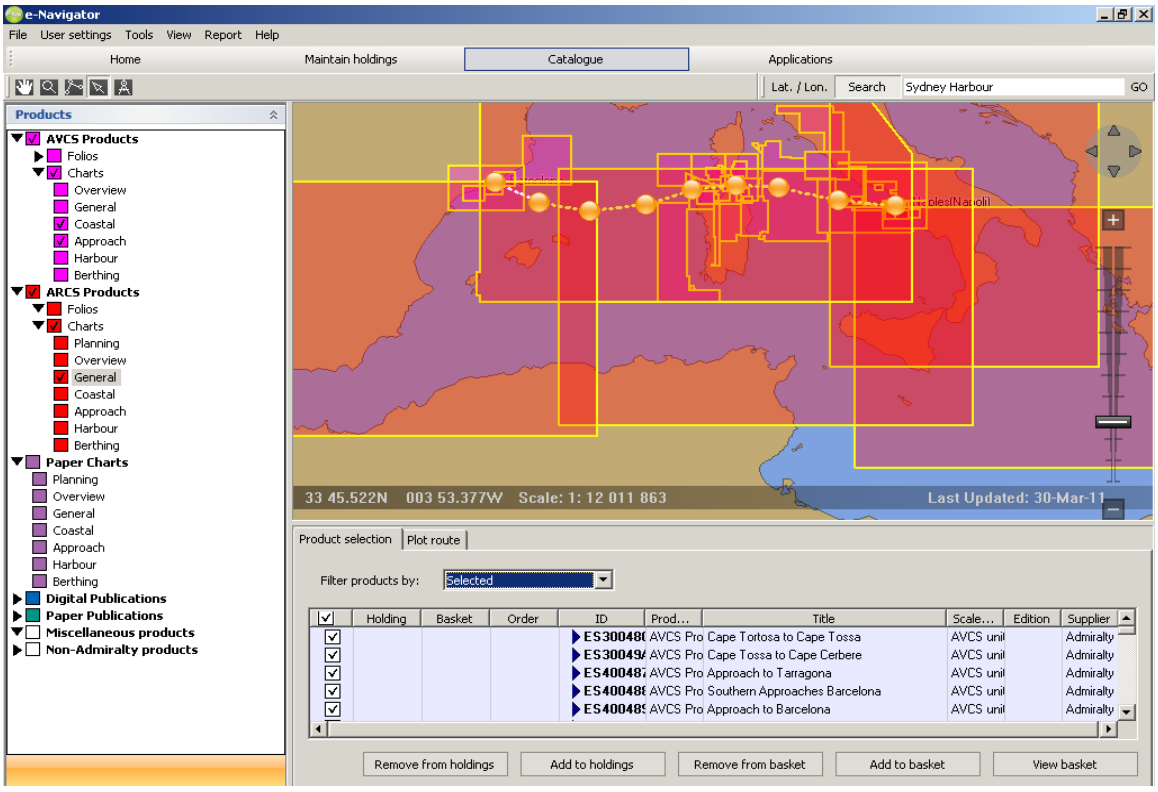
NOTE: *The selection of products uses a Product Selection Zone either side of the route and any product boundary that intersects this are is included in the selection. The default value of this zone is 24 nautical miles either side of the route leg. To change the width of this Product Selection Zone go to 'User settings' on the main menu and click on 'Default route settings' or right-clicking on the route leg. Change the 'Product Selection Zone' value by double clicking on the right hand column. The limits of the zone are not shown on the Graphical Display. To change the Product Selection Zone for an existing route, right click the route and select 'Route Properties'*

Viewing the Product Selection

The selected charts are highlighted in the graphical display.



To view the selected charts for the route in the tabular display, click on the 'Product Selection' tab and using the 'Filter products by' pull down and filter by 'Selected'.


e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search Sydney Harbour GO
Products
AVCS Products
ARCS Products
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
33 45.522N 003 53.377W Scale: 1: 12 011 863
Last Updated: 30-Mar-11
Product selection Plot route
Filter products by: Selected
Holding Basket Order ID Prod... Title Scale... Edition Supplier
ES30048 AVCS Pro Cape Tortosa to Cape Tossa AVCS unil Admiralty
ES30049 AVCS Pro Cape Tossa to Cape Cerbere AVCS unil Admiralty
ES40048 AVCS Pro Approach to Tarragona AVCS unil Admiralty
ES40048 AVCS Pro Southern Approaches Barcelona AVCS unil Admiralty
ES40048 AVCS Pro Approach to Barcelona AVCS unil Admiralty
Remove from holdings
Add to holdings
Remove from basket
Add to basket
View basket

The table will show a 'Y' in the 'Holding' column for those products already held on board.

Products highlighted in the graphical display and selected in the tabular list can be deselected; please note you do not need to deselect digital products with a 'Y' as these will automatically be removed from the order. In the graphic display this is done by right clicking on the outline, in the tabular list this is done by clicking on the row containing the product to be removed.

Paper infill and ARCS infill Product Selection

These facilities within the 'Plot route' tab allow you to select a reduced number of ARCS and paper charts for the route where you are primarily navigating with AVCS.

Tick the box 'Paper Infill' before clicking the 'Select products for route' button. Paper charts are removed from the selection if there is an AVCS chart for the same area at the equivalent or larger scale band. In other words, paper charts are selected only where there is a gap in the AVCS coverage.

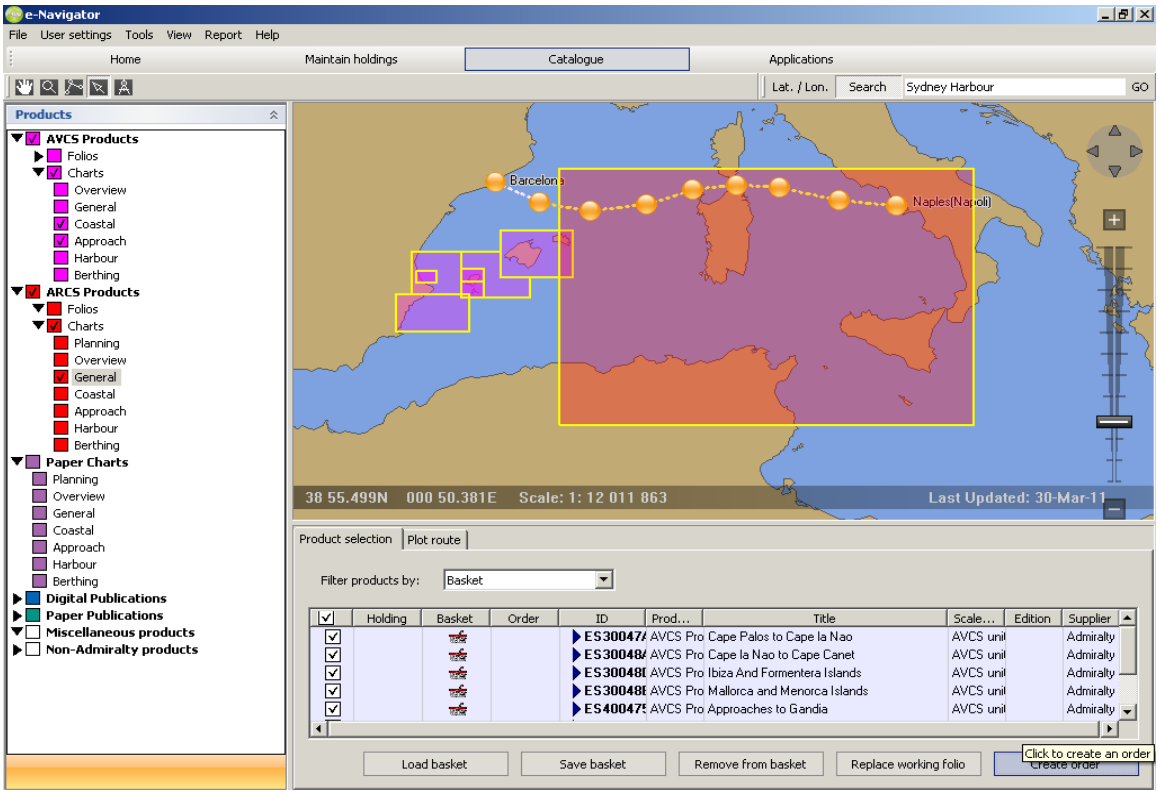
Tick the box 'ARCS infill' before clicking the 'Select products for route' button. ARCS charts are removed from the selection if there is an AVCS chart for the same area at the equivalent or larger scale band. In other words, ARCS charts are selected only where there is a gap in the AVCS coverage

Ordering Products

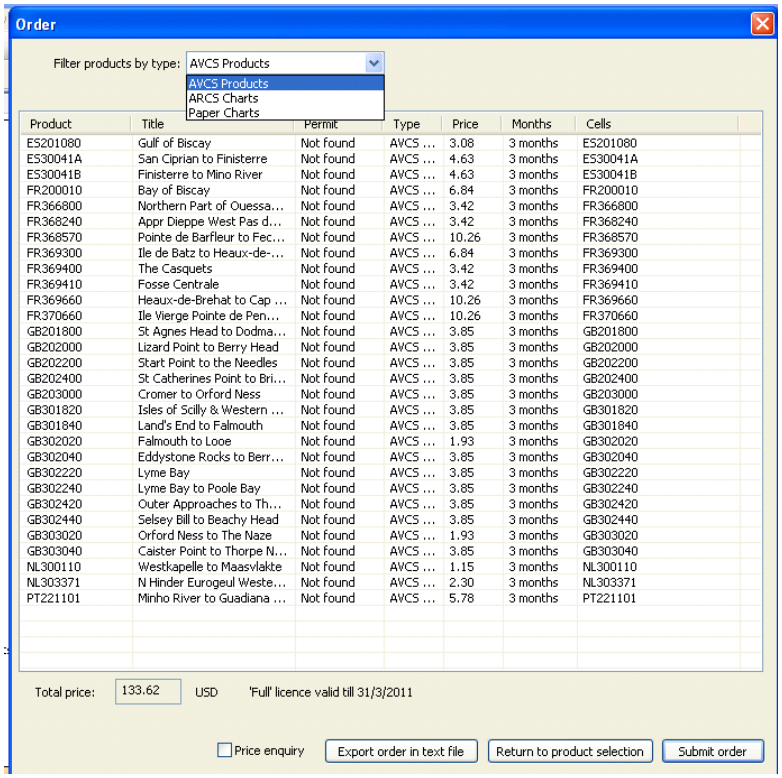
Creating and Submitting an Order

When you have selected the products that you want to order, click on the button 'Add to Basket' at the bottom of the tabular display. All the selected products will show a shopping basket icon in the 'Basket' column of the table. Click on the 'View Basket' button to see only the products in your basket. It would be good practice to save your basket at this point.

NOTE: *at this stage your 'basket' includes both products that you do not hold on board and products that you do already have on board. Do not worry, the digital products you hold will be filtered out when you create the order. If you are happy with the products in your basket, click 'Create Order'. The basket is compared to holdings and all products in the holdings are filtered out and an 'Order' form is created in a separate window. Paper products must, however, be removed manually unless you wish to order an extra copy.*



When viewing the basket, a different set of buttons are available at the bottom of the screen. Using these buttons you can create and submit an order for the products in your basket if required.


Order
Filter products by type:
AVCS Products
AVCS Products
ARCS Charts
Paper Charts
Product
Title
Permit
Type
Price
Months
Cells
ES201080 Gulf of Biscay Not found AVCS ... 3.08 3 months ES201080
ES30041A San Ciprian to Finisterre Not found AVCS ... 4.63 3 months ES30041A
ES30041B Finisterre to Mino River Not found AVCS ... 4.63 3 months ES30041B
FR200010 Bay of Biscay Not found AVCS ... 6.84 3 months FR200010
FR366800 Northern Part of Ouessa... Not found AVCS ... 3.42 3 months FR366800
FR368240 Appr Dieppe West Pas d... Not found AVCS ... 3.42 3 months FR368240
FR368570 Pointe de Barfleur to Fec... Not found AVCS ... 10.26 3 months FR368570
FR369300 Ile de Batz to Heaux-de-... Not found AVCS ... 6.84 3 months FR369300
FR369400 The Casquets Not found AVCS ... 3.42 3 months FR369400
FR369410 Fosse Centrale Not found AVCS ... 3.42 3 months FR369410
FR369660 Heaux-de-Brehat to Cap ... Not found AVCS ... 10.26 3 months FR369660
FR370660 Ile Vierge Pointe de Pen... Not found AVCS ... 10.26 3 months FR370660
GB201800 St Agnes Head to Dodma... Not found AVCS ... 3.85 3 months GB201800
GB202000 Lizard Point to Berry Head Not found AVCS ... 3.85 3 months GB202000
GB202200 Start Point to the Needles Not found AVCS ... 3.85 3 months GB202200
GB202400 St Catherines Point to Bri... Not found AVCS ... 3.85 3 months GB202400
GB203000 Cromer to Orford Ness Not found AVCS ... 3.85 3 months GB203000
GB301820 Isles of Scilly & Western ... Not found AVCS ... 3.85 3 months GB301820
GB301840 Land's End to Falmouth Not found AVCS ... 3.85 3 months GB301840
GB302020 Falmouth to Looe Not found AVCS ... 1.93 3 months GB302020
GB302040 Eddystone Rocks to Berr... Not found AVCS ... 3.85 3 months GB302040
GB302220 Lyme Bay Not found AVCS ... 3.85 3 months GB302220
GB302240 Lyme Bay to Poole Bay Not found AVCS ... 3.85 3 months GB302240
GB302420 Outer Approaches to Th... Not found AVCS ... 3.85 3 months GB302420
GB302440 Selsey Bill to Beachy Head Not found AVCS ... 3.85 3 months GB302440
GB303020 Orford Ness to The Naze Not found AVCS ... 1.93 3 months GB303020
GB303040 Caister Point to Thorpe N... Not found AVCS ... 3.85 3 months GB303040
NL300110 Westkapelle to Maasvlakte Not found AVCS ... 1.15 3 months NL300110
NL303371 N Hinder Eurogeul Weste... Not found AVCS ... 2.30 3 months NL303371
PT221101 Minho River to Guadiana ... Not found AVCS ... 5.78 3 months PT221101
Total price:
133.62
USD
'Full' licence valid till 31/3/2011
Price enquiry
Export order in text file
Return to product selection
Submit order

The 'Order' form presents each product type as a separate form. You can display individual product types by selecting them using the 'Filter products by type:' drop down menu at the top of the form. Only those product types that you have ordered will appear in the drop down.

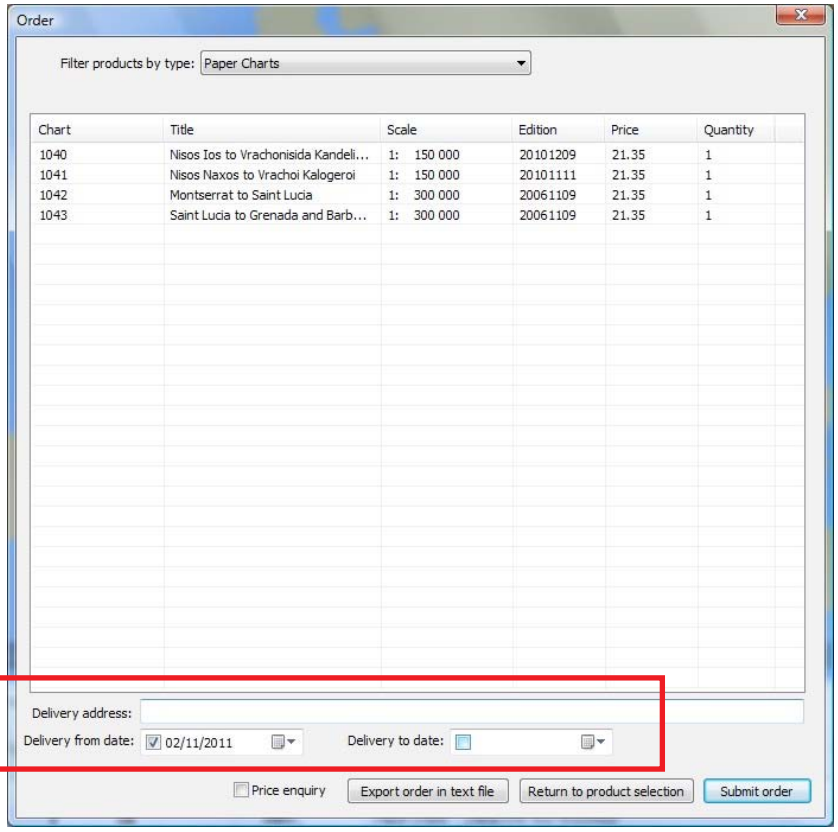
Physical Delivery Address

You can add a delivery address for an order for paper charts or publications before it is submitted.

You can also add to/from dates for when the Delivery Address will be valid. This information is passed on to the Distributor to ensure products will be delivered to the correct address for the period identified in the order.

To set the 'from' and 'to' dates tick the boxes and select the date from the drop down calendar.

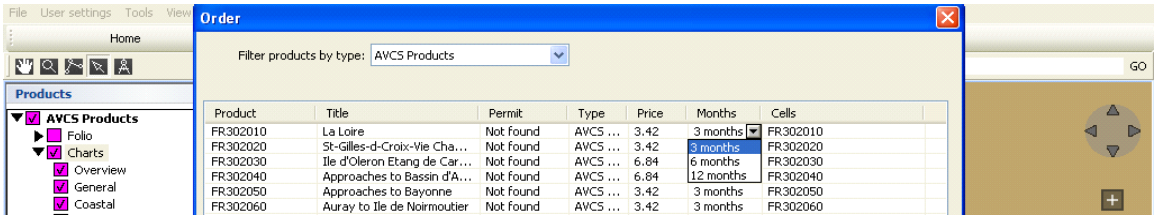
When complete, the user can submit the order and the delivery details are sent with the order to the Distributor for fulfilment.


Order
Filter products by type: Paper Charts
Chart Title Scale Edition Price Quantity
1040 Nisos Ios to Vrachonisida Kandeli... 1: 150 000 20101209 21.35 1
1041 Nisos Naxos to Vrachoi Kalogeroi 1: 150 000 20101111 21.35 1
1042 Montserrat to Saint Lucia 1: 300 000 20061109 21.35 1
1043 Saint Lucia to Grenada and Barb... 1: 300 000 20061109 21.35 1
Delivery address:
Delivery from date: 02/11/2011
Delivery to date:
Price enquiry
Export order in text file
Return to product selection
Submit order

To remove items from an order you must close the 'Order' form by clicking on 'Return to Product Selection', and edit your selection in the Catalogue screen before resubmitting the order. Do this by deselecting all products, (N.B. this will not remove them from the basket) then tick the products you wish to remove. Click on 'Remove from Basket'.

Now click the button 'Create Order'

When ordering AVCS products you can amend the durations of permits if required.


Order
Filter products by type: AVCS Products
Product Title Permit Type Price Months Cells
FR302010 La Loire Not found AVCS ... 3.42 3 months FR302010
FR302020 St-Gilles-d-Croix-Vie Cha... Not found AVCS ... 3.42 3 months FR302020
FR302030 Ile d'Oleron Etang de Car... Not found AVCS ... 6.84 6 months FR302030
FR302040 Approaches to Bassin d'A... Not found AVCS ... 6.84 12 months FR302040
FR302050 Approaches to Bayonne Not found AVCS ... 3.42 3 months FR302050
FR302060 Auray to Ile de Noirmoutier Not found AVCS ... 3.42 3 months FR302060
Products
AVCS Products
Folio
Charts
Overview
General
Coastal

If you would like to change the duration of a group of AVCS permits, click on the first product in the list under 'Product', hold down the 'shift' key and scroll down and select the last product in the group. Next, still holding down the shift key, change the licence duration for one of the products in that list and all the products' licence durations will be changed to the same duration.

You will notice that you can also submit a price enquiry by ticking the 'Price enquiry' box. For more information on price enquiries see the section Price Enquiry. You can also export the order to a text file by clicking the 'Export order in text file' button at the bottom of the 'Order' form which prompts you to save the order as a .txt file for use at a later date. There is an option to 'Return to product selection' if you wish to edit the content of the order. These actions will not submit a live order.

Clicking on the 'Submit Order' button creates a request file for sending to the e-Navigator server by your chosen communication method. See the section 'Using different communication methods'.

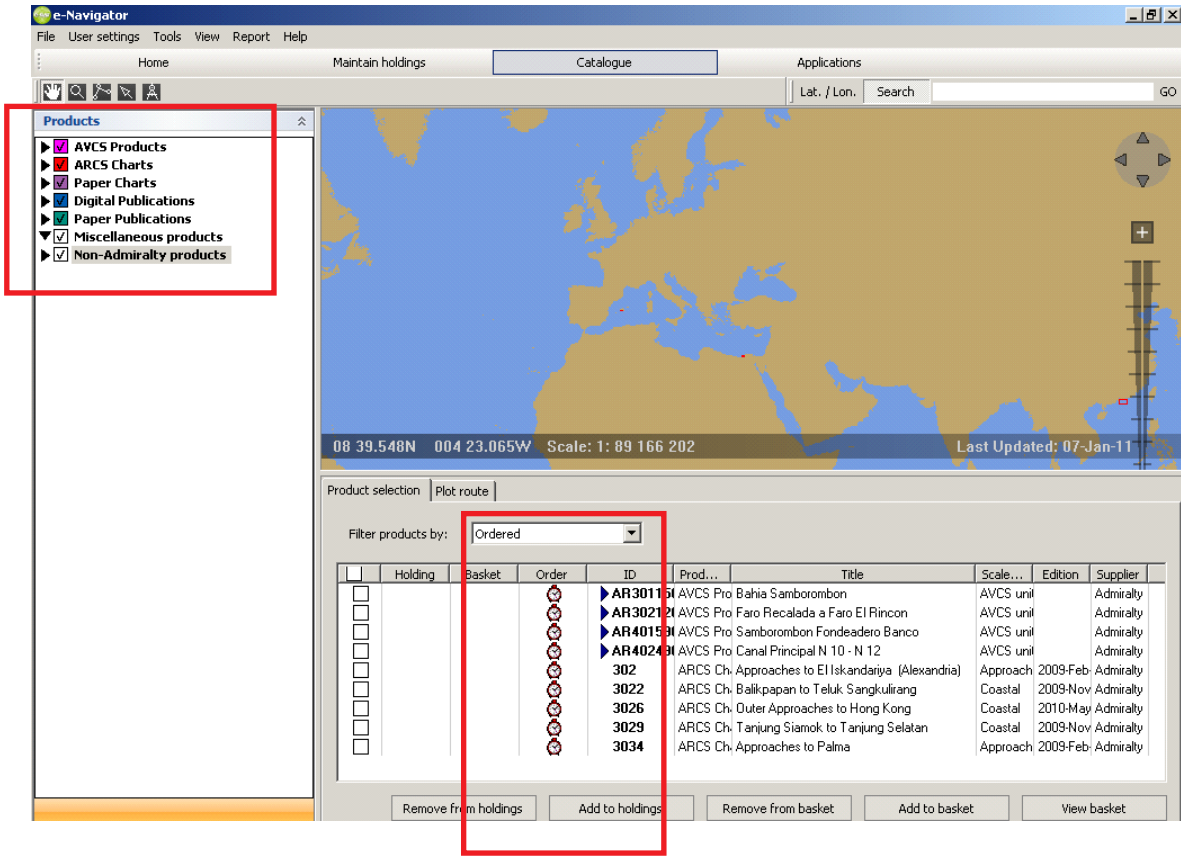
'Ordered' products show a clock icon in the catalogue tabular display until the product or permit is received on board or the order is cancelled. This flag prevents you ordering a product more than once in e-Navigator.

Cancelling an Order

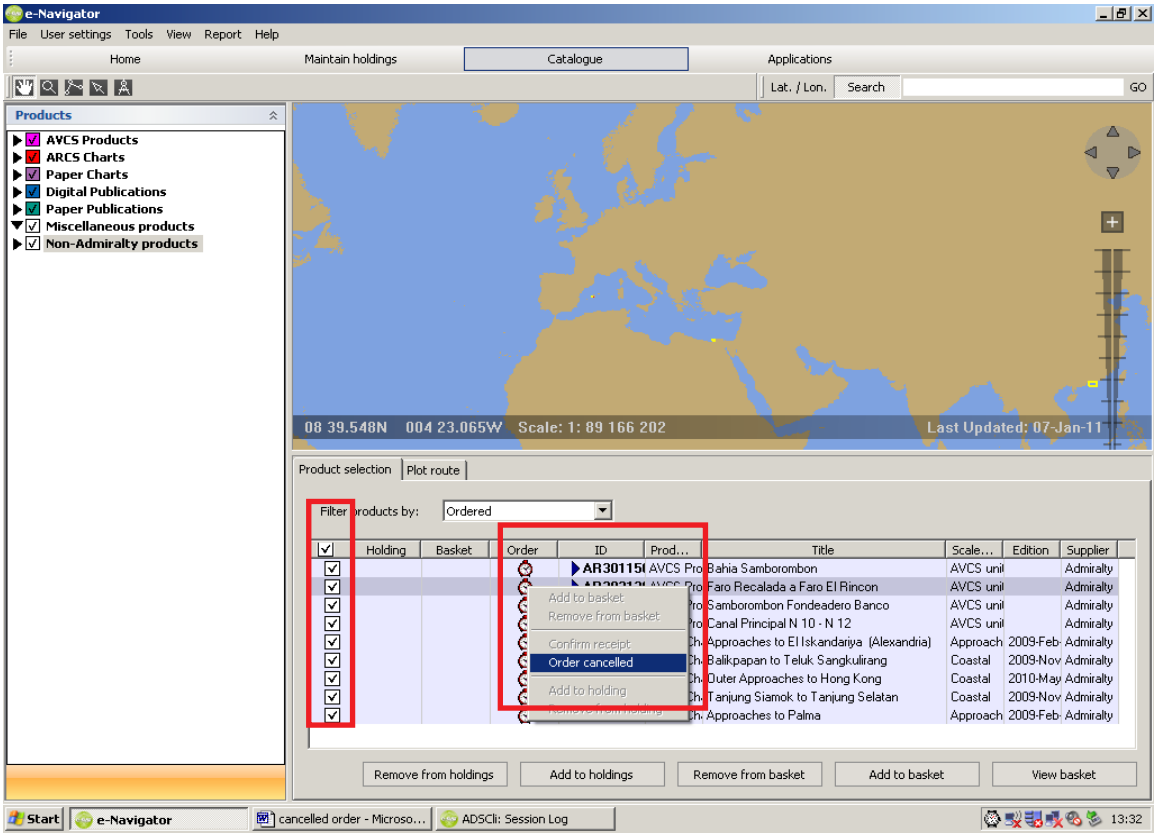
If the order has been successfully received ashore, you will not be able to order them again unless the products are rejected or cancelled ashore.

If the order did not reach the e-Navigator server, it is possible to create and send the order again.

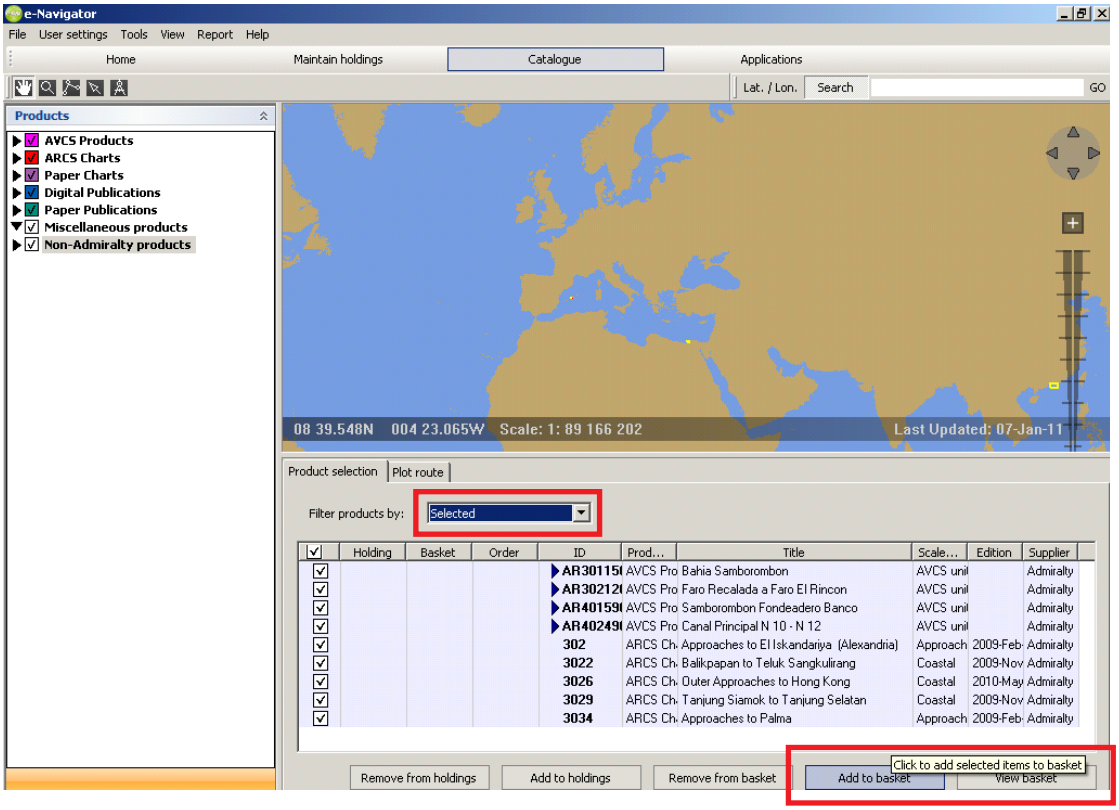
You will need to be in the catalogue page. Select relevant products in the Product Selection Panel. In the Catalogue tab, filter the product list by 'Ordered'.



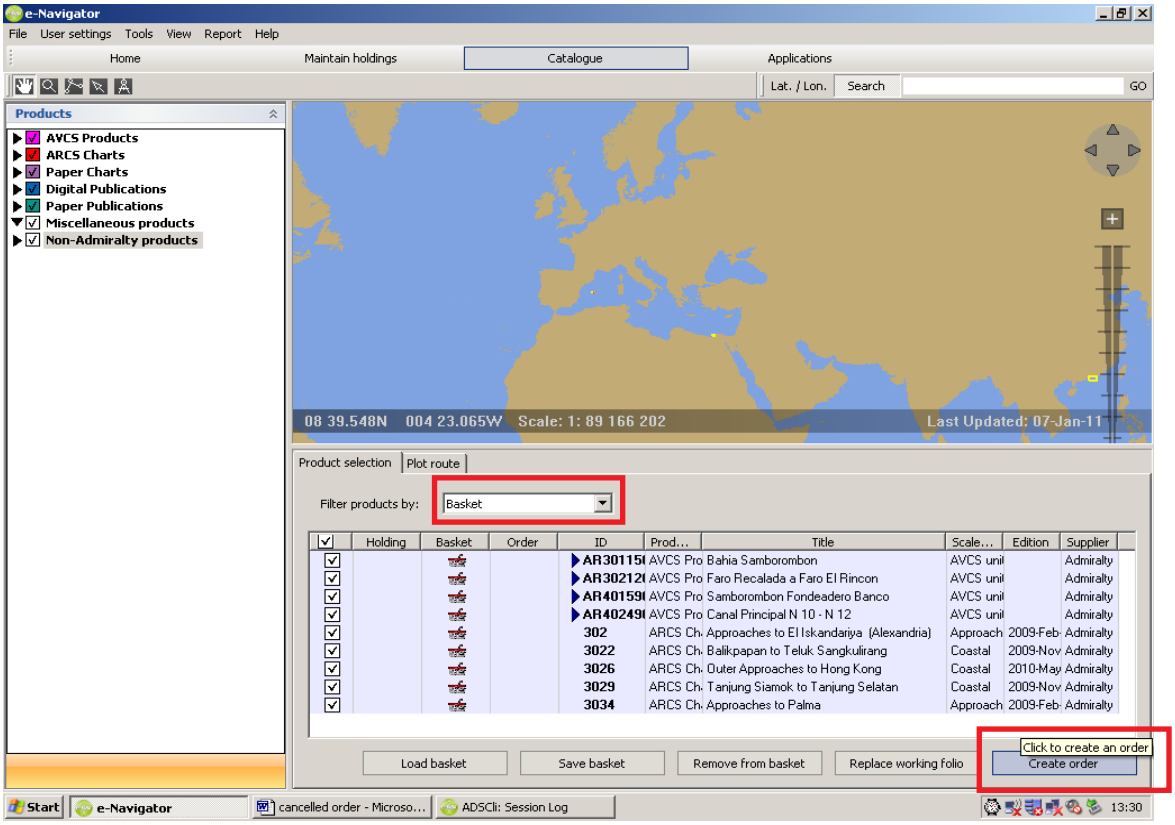
Select the items to be cancelled (or use the 'tick all' box at the top).
Right click on any clock icon and choose "order cancelled" from the list. The selected products will be removed from the list and available to order in the catalogue page.


e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search GO
Products
AVCS Products
ARCS Charts
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
08 39.548N 004 23.065W Scale: 1: 89 166 202
Last Updated: 07-Jan-11
Product selection Plot route
Filter products by: Ordered
Holding Basket Order ID Prod... Title Scale... Edition Supplier
Add to basket
Remove from basket
Confirm receipt
Order cancelled
Add to holding
Remove from holdings Add to holdings Remove from basket Add to basket View basket
Start e-Navigator cancelled order - Microso... ADSCli: Session Log 13:32

To resubmit the order immediately filter again by 'Selected'.


e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search GO
Products
AVCS Products
ARCS Charts
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
08 39.548N 004 23.065W Scale: 1: 89 166 202
Last Updated: 07-Jan-11
Product selection Plot route
Filter products by: Selected
Holding Basket Order ID Prod... Title Scale... Edition Supplier
AR30115(AVCS Pro Bahia Samborombon AVCS unil Admiralty
AR30212(AVCS Pro Faro Recalada a Faro El Rincon AVCS unil Admiralty
AR40159(AVCS Pro Samborombon Fondeadero Banco AVCS unil Admiralty
AR40249(AVCS Pro Canal Principal N 10 - N 12 AVCS unil Admiralty
302 ARCS Ch. Approaches to El Iskandariya (Alexandria) Approach 2009-Feb Admiralty
3022 ARCS Ch. Balikpapan to Teluk Sangkulirang Coastal 2009-Nov Admiralty
3026 ARCS Ch. Outer Approaches to Hong Kong Coastal 2010-May Admiralty
3029 ARCS Ch. Tanjung Siamok to Tanjung Selatan Coastal 2009-Nov Admiralty
3034 ARCS Ch. Approaches to Palma Approach 2009-Feb Admiralty
Click to add selected items to basket
Remove from holdings Add to holdings Remove from basket Add to basket View basket

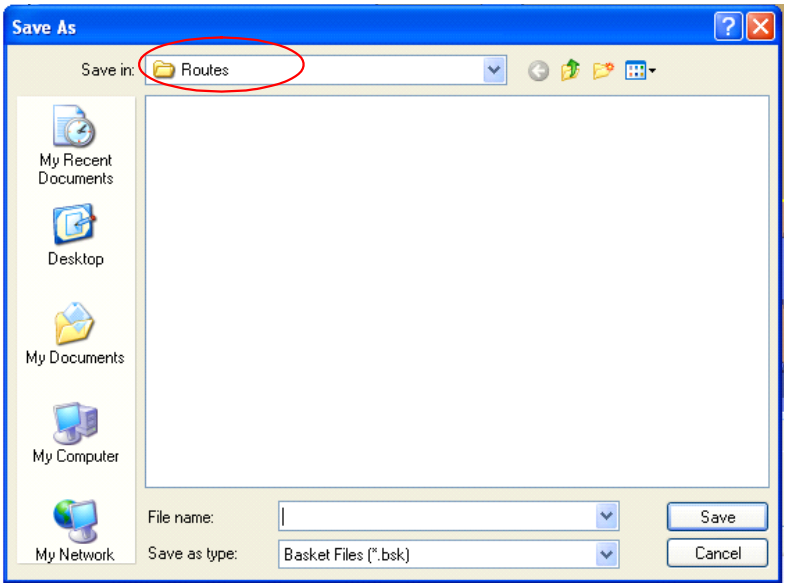
The products in the original order are still selected, so click the button to 'Add to Basket' and 'View Basket'.


e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search GO
Products
AVCS Products
ARCS Charts
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
08 39.548N 004 23.065W Scale: 1: 89 166 202
Last Updated: 07-Jan-11
Product selection
Plot route
Filter products by:
Basket
Holding Basket Order ID Prod... Title Scale... Edition Supplier
AR30115(AVCS Pro Bahia Samborombon AVCS unil Admiralty
AR30212(AVCS Pro Faro Recalada a Faro El Rincon AVCS unil Admiralty
AR40159(AVCS Pro Samborombon Fondeadero Banco AVCS unil Admiralty
AR40249(AVCS Pro Canal Principal N 10 - N 12 AVCS unil Admiralty
302 ARCS Ch. Approaches to El Iskandariya (Alexandria) Approach 2009-Feb Admiralty
3022 ARCS Ch. Balikpapan to Teluk Sangkulirang Coastal 2009-Nov Admiralty
3026 ARCS Ch. Outer Approaches to Hong Kong Coastal 2010-May Admiralty
3029 ARCS Ch. Tanjung Siamok to Tanjung Selatan Coastal 2009-Nov Admiralty
3034 ARCS Ch. Approaches to Palma Approach 2009-Feb Admiralty
Load basket
Save basket
Remove from basket
Replace working folio
Click to create an order
Create order
Start
e-Navigator
cancelled order - Microso...
ADSCli: Session Log
13:30

You can now save the basket and create a new order. You will have to choose permit durations again, as these default to 3 months.

Saving a Basket

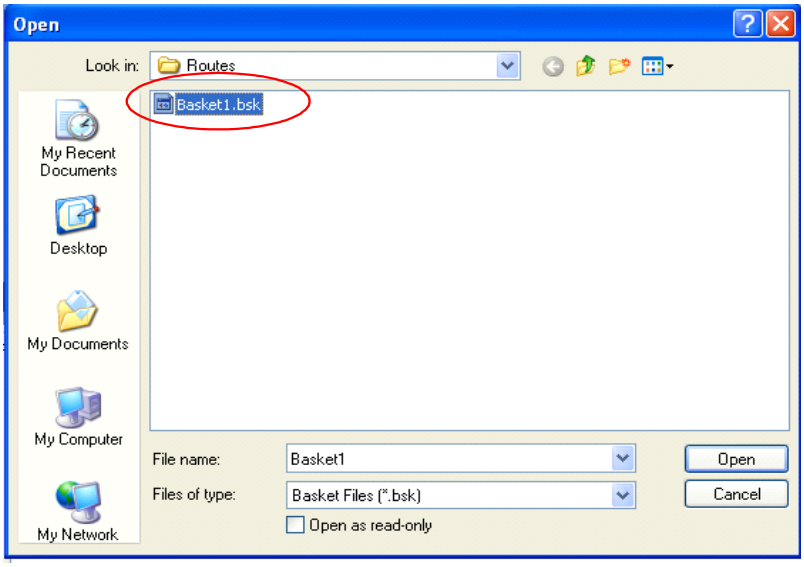
After creating a basket it can be saved before creating or submitting an order. When you have added products to a basket click 'View basket', click on the 'Save Basket' button at the bottom of the screen. A 'Save' pop up window defaults to saving the basket file in the Planning Station folder called 'Routes', however you may navigate to an alternative folder if should wish.



Enter a file name and click 'Save'. The basket is now saved and can be loaded and edited at a later date or sent as an attachment to an email.

Loading a Saved Basket file

Saved basket files can be loaded and edited or submitted as an order. To load a basket file go to the Catalogue screen and in the 'Product Selection' tab set 'Filter products by' to 'Basket' (or click View Basket). Click the 'Load Basket' button and from the 'Open file' pop up window select the basket file you require and click 'Open'. Only the products in the basket that match the product type selected on the 'Products Selection Panel' are displayed.

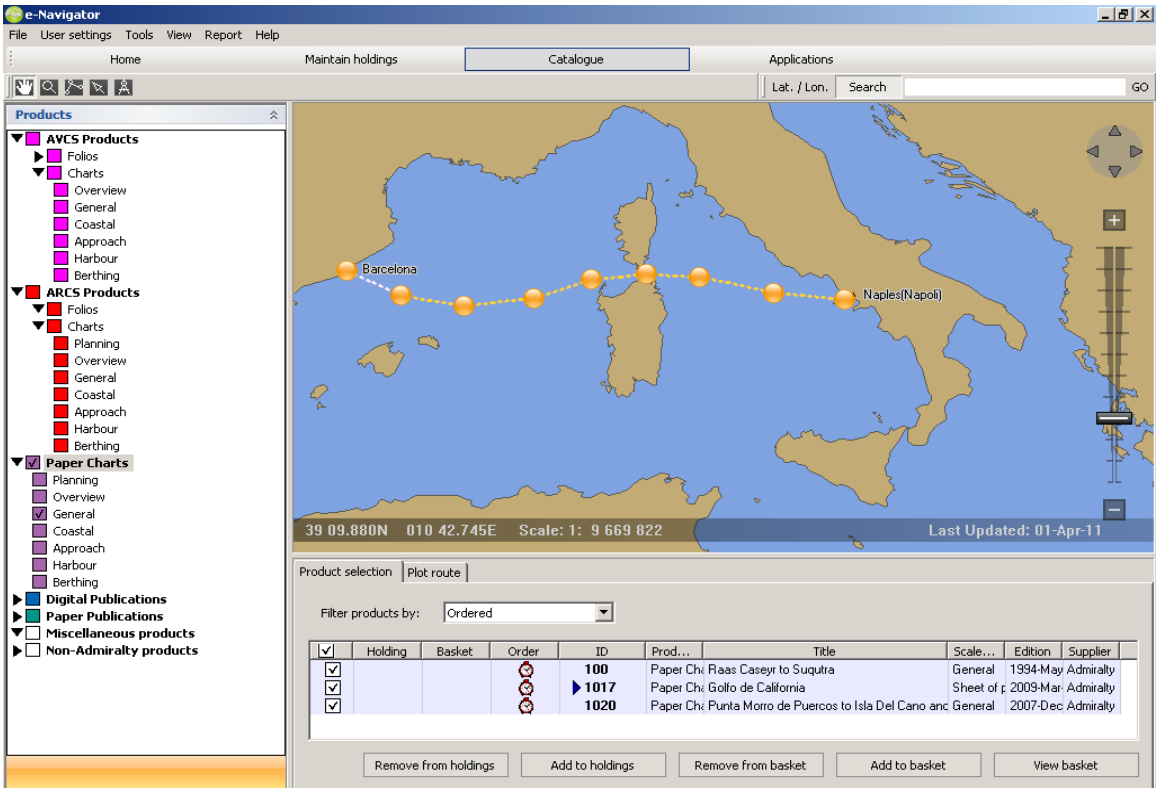


The loaded basket displays in the table and the graphical display, you will need to ensure the product types are selected.

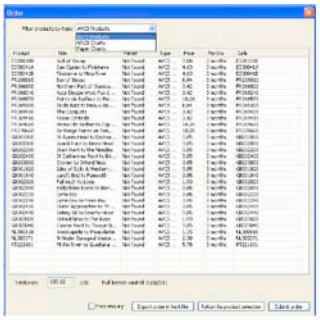
Viewing ordered products

There are several ways to view the list of the products you have on order:

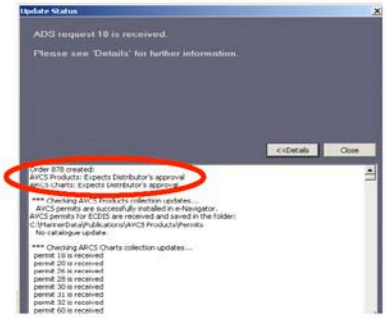
- In the Catalogue screen ordered products will have a clock icon in the 'Order' column
- You can use 'Filter products by' to only view a list of 'Ordered' products
- You can also create an Ordered Products report. For more information on reporting within Planning Station refer to section Reporting in e-Navigator



Fulfilment of a Digital Order



Order Submitted from Planning Station

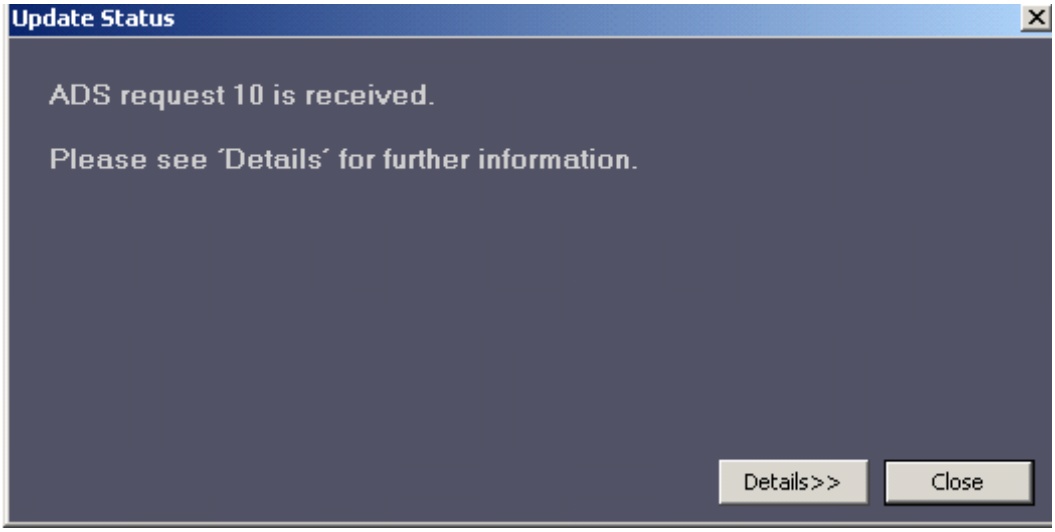


Order acknowledgement sent to Planning Station with order number and status i.e. expecting Ship Co and/or Distributor approval

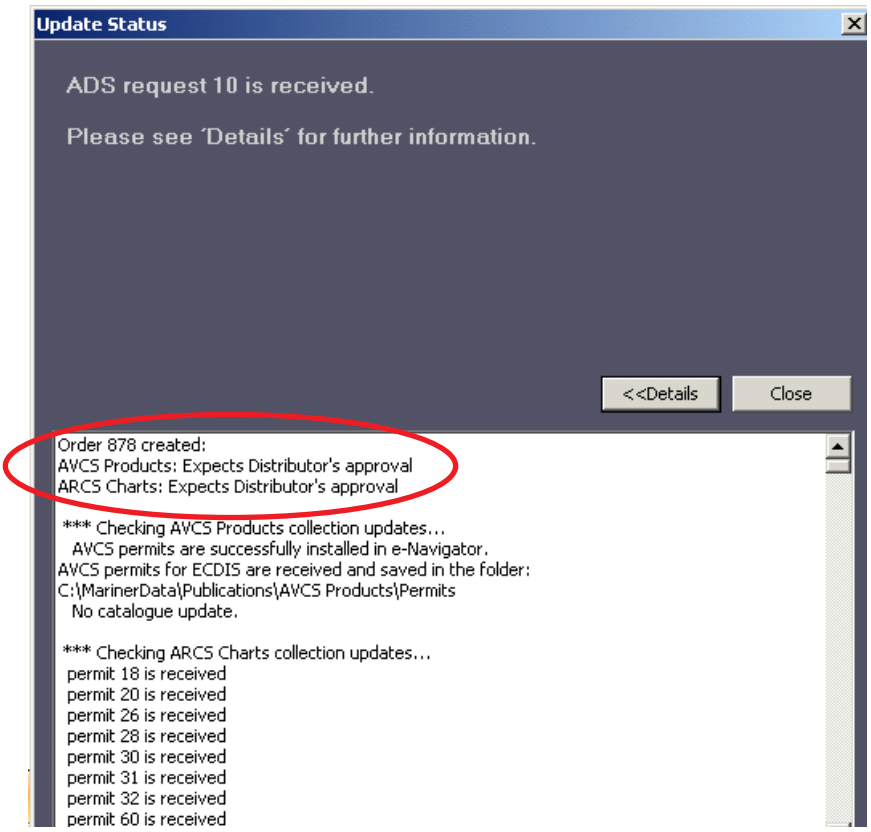
Ship Co and/or Admiralty Chart Agent approve the order in Fleet Manager

HTTPS	DIRECT EMAIL	REMOVABLE DRIVE
Performing a 'Check my status' from the home page will pull through new permits. New permits are contained in a reply file sent to your email address.	Tools > Check inbox pulls through new permits	New permits are contained in further reply files in your email account, save them to your removable drive and transfer the to Planning Station, Tools > Apply Update

Regardless of the communication method being used, when an order has been submitted a pop up will appear confirming that the request has been received. You will also receive a catalogue update. If using removable drive this is contained in the first reply file.



Opening the 'Details' box will show you the order status and the order number.


Update Status
ADS request 10 is received.
Please see 'Details' for further information.
<<Details
Close
Order 878 created:
AVCS Products: Expects Distributor's approval
ARCS Charts: Expects Distributor's approval
*** Checking AVCS Products collection updates...
AVCS permits are successfully installed in e-Navigator.
AVCS permits for ECDIS are received and saved in the folder:
C:\MarinerData\Publications\AVCS Products\Permits
No catalogue update.
*** Checking ARCS Charts collection updates...
permit 18 is received
permit 20 is received
permit 26 is received
permit 28 is received
permit 30 is received
permit 31 is received
permit 32 is received
permit 60 is received

When the Shipping Company and Admiralty Chart Agent have approved the order further reply files will be sent.

If you are using a removable drive:

If you have ordered ARCS and AVCS you will receive more than one reply file. One reply file will contain your AVCS permits and the other will contain your ARCS permits. Please ensure both reply files are applied to your Planning Station. The names of the two reply files with the same name should be amended on saving to the removable drive to include a letter after the number e.g. ADSReply002a.ads and ADSReply002b.ads etc .

The reply file may be split into up to ten separate emails, depending on your communication settings. Download and save the attachments to a chosen location. Upload to Planning Station by Tools > Apply Update. Selecting one file will automatically upload all attachments.

If using HTTPs: the order will be completed automatically after approval and next time you connect i.e. Check my status; the permits completing the order will be received.

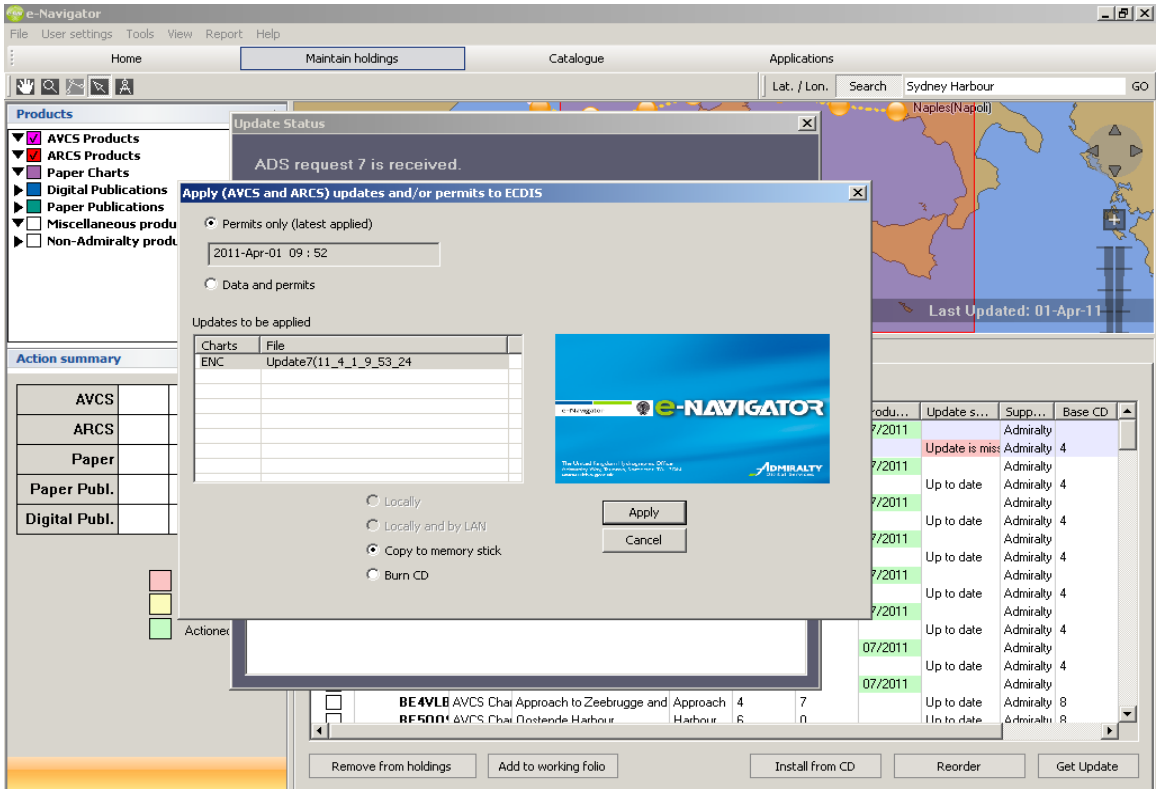
If using connected Email: Click on Tools > Check inbox to receive the permits when the order has been approved.

NOTE: *When the digital products order has been received, Planning Station will automatically add all products in the permit file to your holdings.*

Transferring received digital permits to your ECDIS

When orders are received the permit file is updated, your holdings are automatically updated in Planning Station and your master permits are updated. If you are set up to receive product data on your licence an exchange set of permits and data will be automatically created.

If you are not set up to receive product data you can create an exchange set of just permits.



Choose the type of exchange set you want to create and choose a location to save that file to. Then click apply.

Manually take new permits to your ECDIS

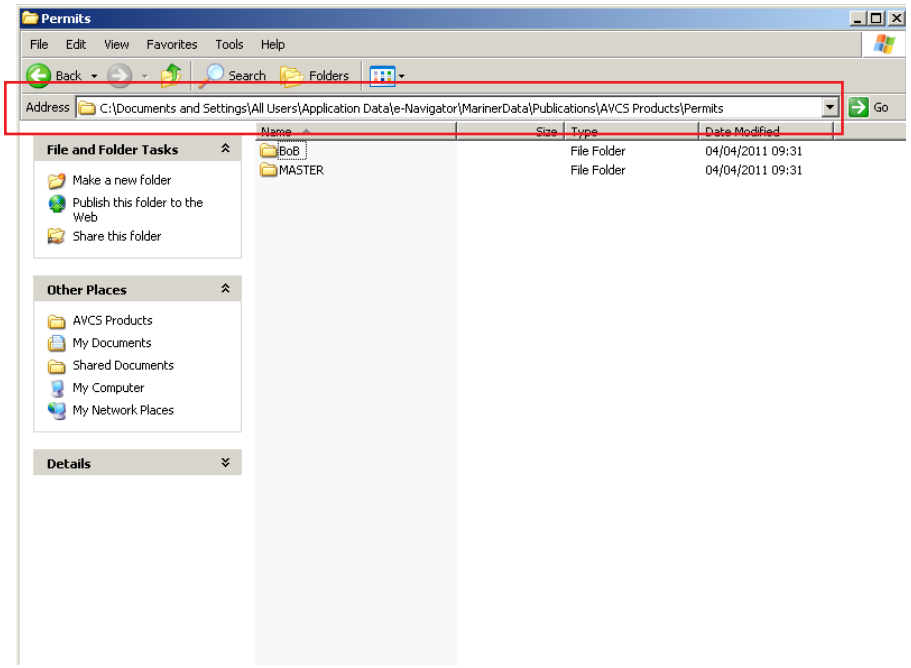
XP users:

1. AVCS permits are contained within the e-Navigator Application data file.

My Computer > C: Local Disk > Documents and Settings > All Users > Application Data > e-Navigator > Mariner data > Publications > AVCS Products > Permits

Please Note: *you mave have to set your PC to show hidden files- Tools > Folder Options > View Tab > set the 'Show hidden files and folders' radio button to selected.*

Right click on the Master Folder, select copy, save to removable media, transfer to the ECDIS and upload.

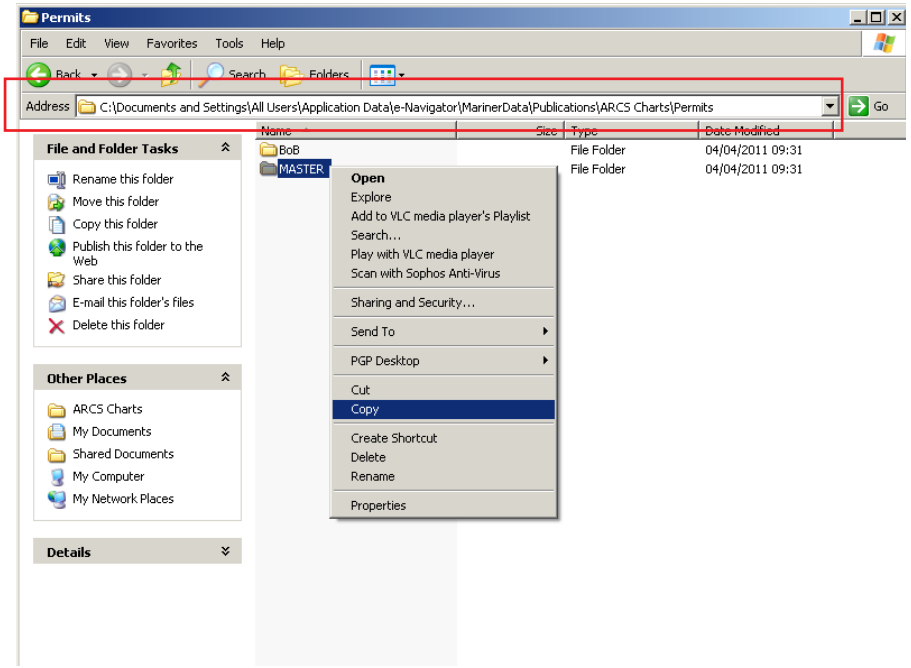


2. ARCS permits are contained within the e-Navigator Application data file.

My Computer > C: Local Disk > Documents and Settings > All Users > Application Data > e-Navigator > MarinerData > Publications > ARCS charts > Permits

Please Note: *you mave have to set your PC to show hidden files- Tools > Folder Options > View Tab > set the 'Show hidden files and folders' radio button to selected.*

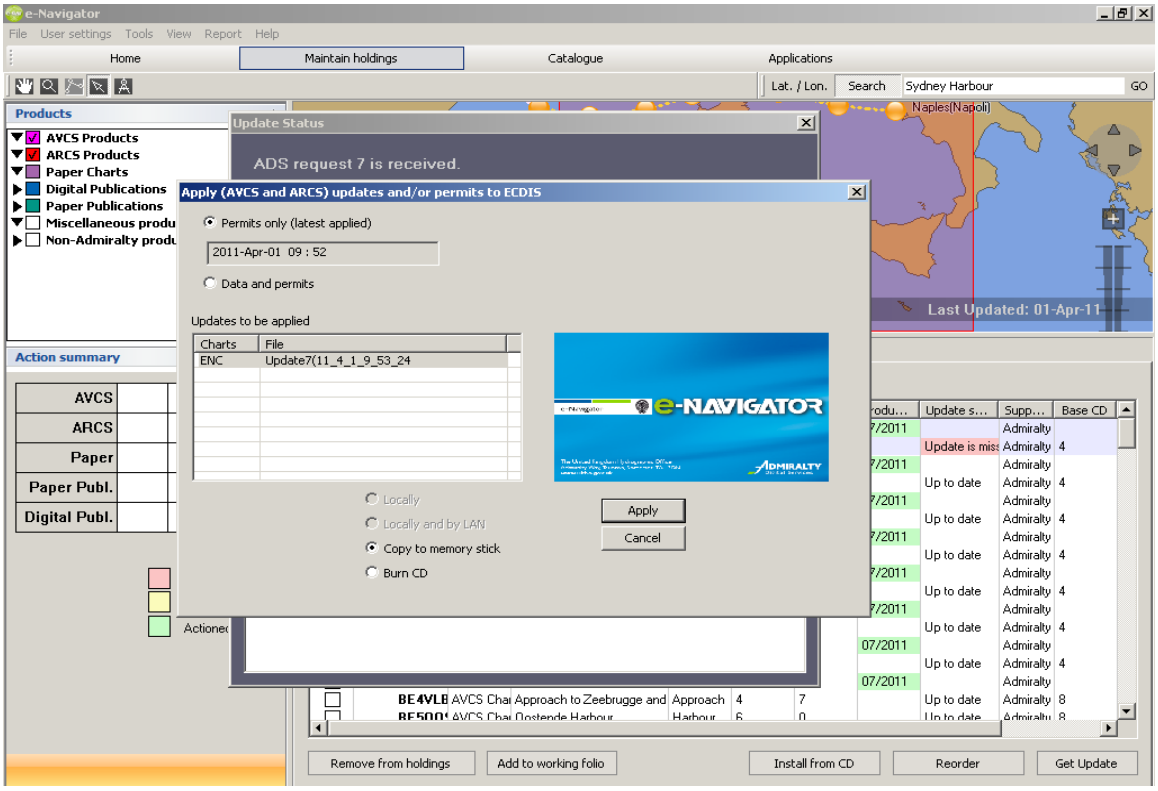
Right click on the Master Folder, select copy, save to removable media, transfer to the ECDIS and upload.



Vista users: The permits are contained in the folder Program data > e-Navigator > MarinerData > Publications

Creating an AVCS exchange set

On fulfilment of an order the AVCS exchange set will automatically be created as below:

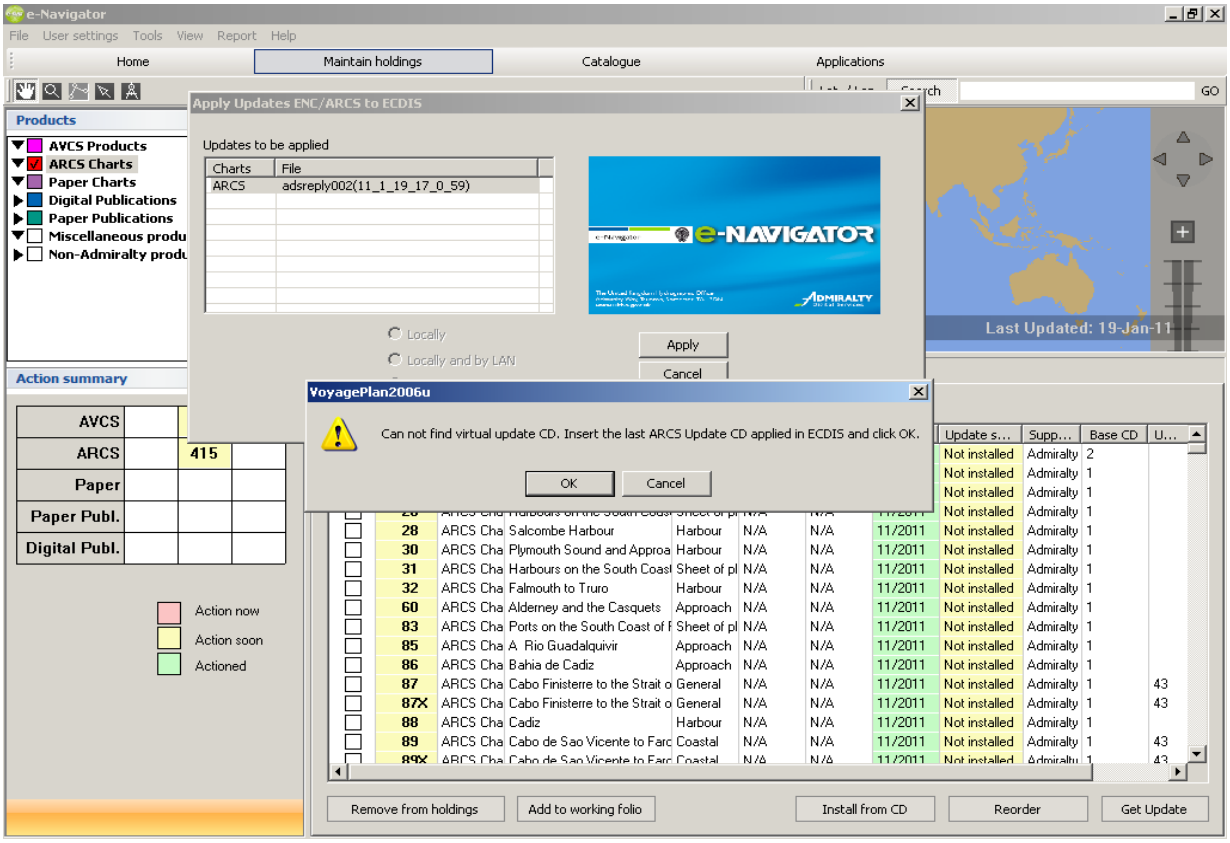


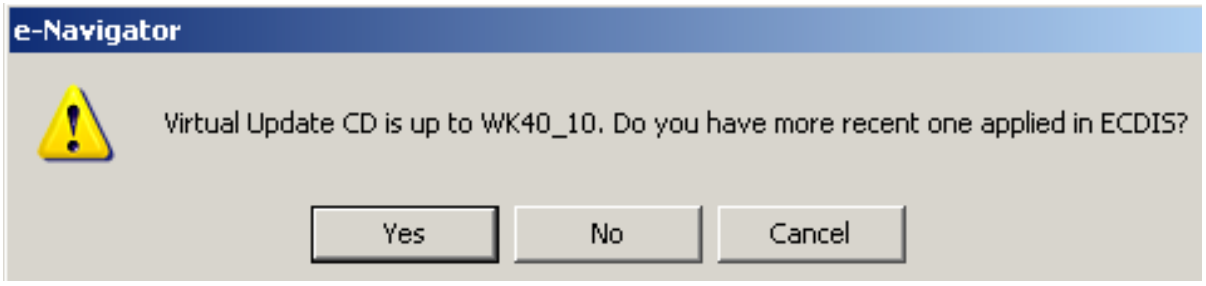
Choose the type of exchange set you wish to create, just permits or permits and data. This can be saved onto CD or memory stick and transferred to the ECDIS. It can also be transferred at a later date.

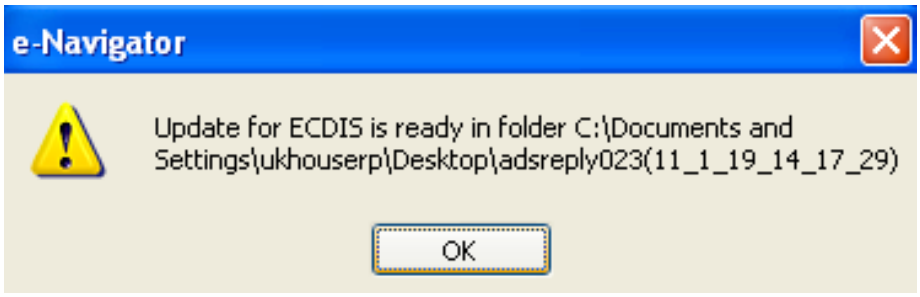
Creating an ARCS exchange set

If you have ordered an ARCS chart, on receipt of the data, the user is prompted to install the latest update CD which has been applied to the ECDIS.

Depending on whether this task has been done before, different mesages will appear. Please insert the last ARCS Update CD that was applied in the ECDIS and click 'OK'. Please be aware that it can take between **10-20 minutes** to upload the update CD.






e-Navigator
Update for ECDIS is ready in folder C:\Documents and Settings\ukhouserp\Desktop\adsreply023(11_1_19_14_17_29)
OK

Once the file has been saved it can be taken to the ECDIS and applied.

Fulfilment of a Paper Order

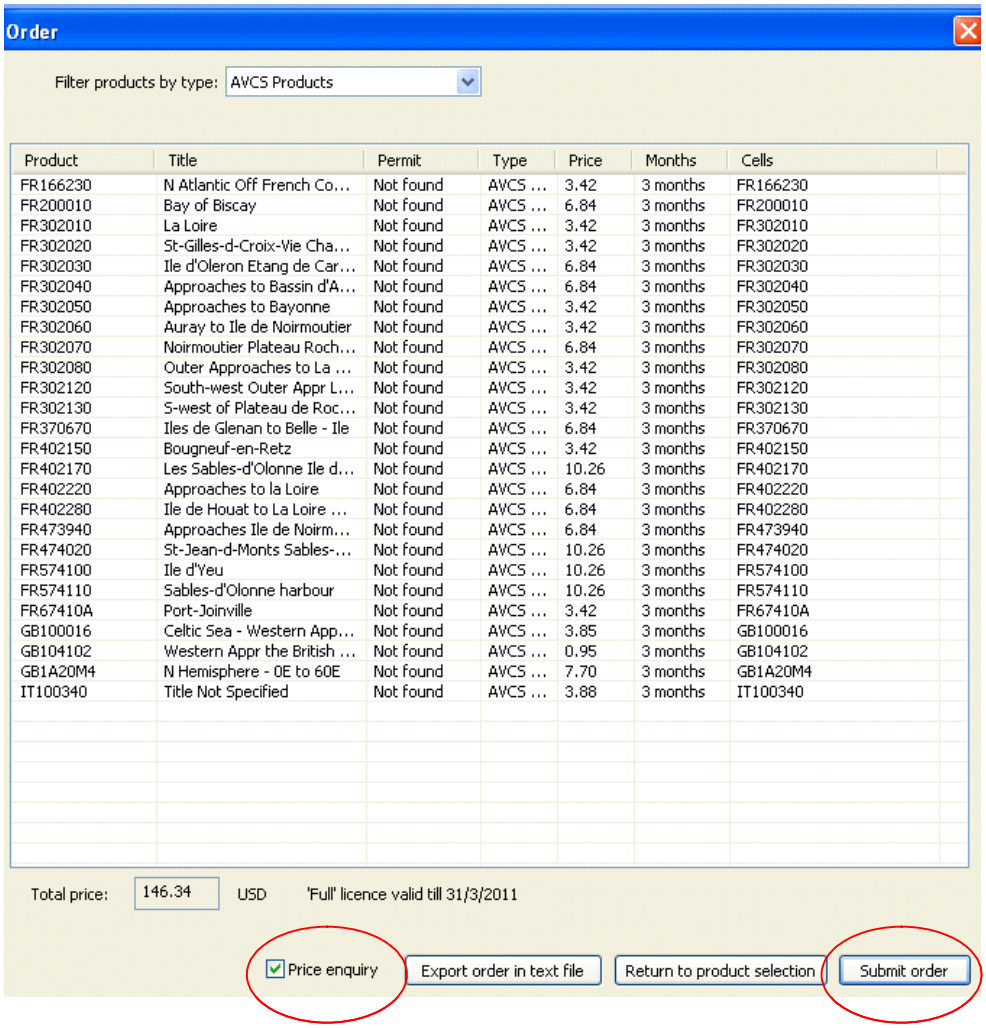
Paper chart orders (Order new editions of Publications and Paper Charts) are fulfilled by the Admiralty Chart Agent outside Planning Station and will need to be manually added to your holdings on receipt of these products.

When paper products arrive on board go to the catalogue server and filter by 'Ordered'. Select delivered items, right click on the clock icon and select 'Confirm Receipt' from the menu. Products will then be added to Holdings.
You should then update their status, see section 'Managing your Holdings'.

When you have entered your paper holdings once on board, a 'check my status' request from the home page will send the record paper holdings to the server ashore.

Price Enquiry

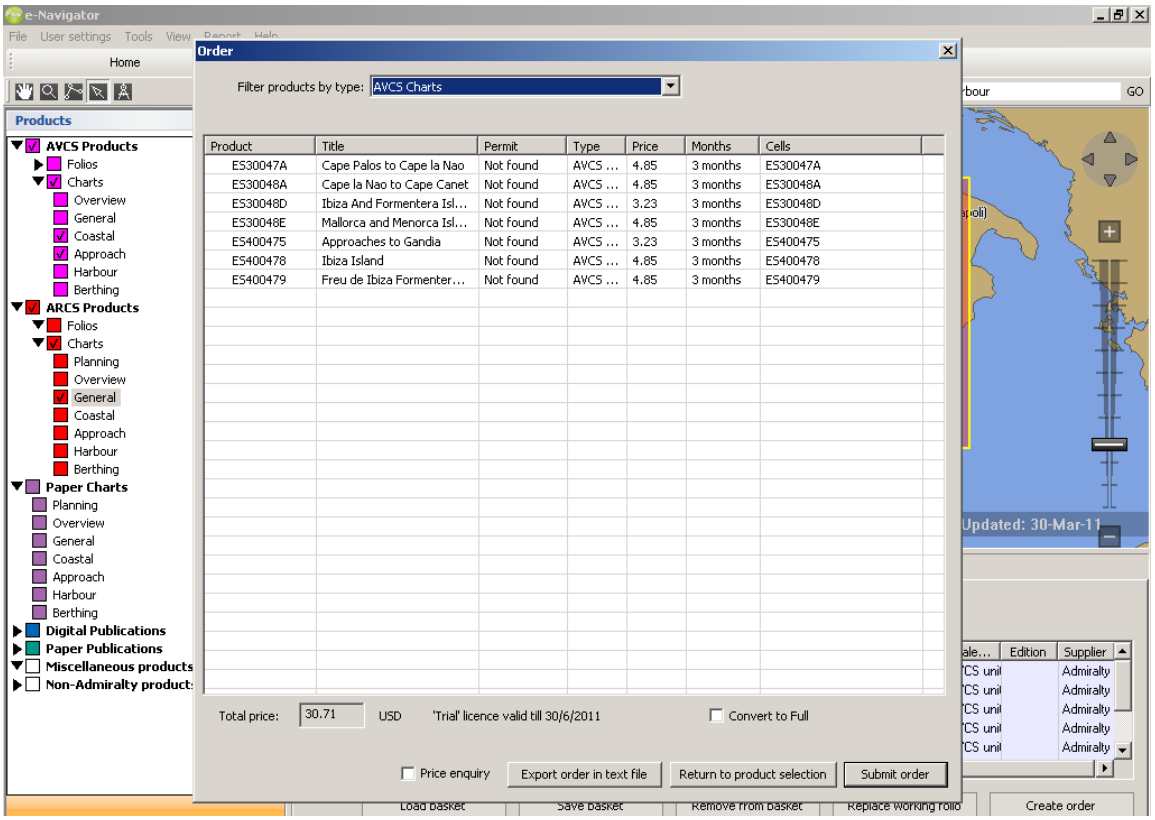
To send a price enquiry to your Admiralty Chart Agent, create an order as described in Creating and Submitting an Order. Once an order is complete you can send a "Price enquiry" request to your Admiralty Chart Agent by checking the 'Price enquiry' tick box and pressing the 'Submit Order' button. The price listed is the guide price. When the price enquiry is returned by your Distributor it will include any previously agreed discounts.


Order
Filter products by type: AVCS Products
Product Title Permit Type Price Months Cells
FR166230 N Atlantic Off French Co... Not found AVCS ... 3.42 3 months FR166230
FR200010 Bay of Biscay Not found AVCS ... 6.84 3 months FR200010
FR302010 La Loire Not found AVCS ... 3.42 3 months FR302010
FR302020 St-Gilles-d-Croix-Vie Cha... Not found AVCS ... 3.42 3 months FR302020
FR302030 Ile d'Oleron Etang de Car... Not found AVCS ... 6.84 3 months FR302030
FR302040 Approaches to Bassin d'A... Not found AVCS ... 6.84 3 months FR302040
FR302050 Approaches to Bayonne Not found AVCS ... 3.42 3 months FR302050
FR302060 Auray to Ile de Noirmoutier Not found AVCS ... 3.42 3 months FR302060
FR302070 Noirmoutier Plateau Roch... Not found AVCS ... 6.84 3 months FR302070
FR302080 Outer Approaches to La ... Not found AVCS ... 3.42 3 months FR302080
FR302120 South-west Outer Appr L... Not found AVCS ... 3.42 3 months FR302120
FR302130 S-west of Plateau de Roc... Not found AVCS ... 3.42 3 months FR302130
FR370670 Iles de Glenan to Belle - Ile Not found AVCS ... 6.84 3 months FR370670
FR402150 Bougneuf-en-Retz Not found AVCS ... 3.42 3 months FR402150
FR402170 Les Sables-d'Olonne Ile d... Not found AVCS ... 10.26 3 months FR402170
FR402220 Approaches to la Loire Not found AVCS ... 6.84 3 months FR402220
FR402280 Ile de Houat to La Loire ... Not found AVCS ... 6.84 3 months FR402280
FR473940 Approaches Ile de Noirm... Not found AVCS ... 6.84 3 months FR473940
FR474020 St-Jean-d-Monts Sables-... Not found AVCS ... 10.26 3 months FR474020
FR574100 Ile d'Yeu Not found AVCS ... 10.26 3 months FR574100
FR574110 Sables-d'Olonne harbour Not found AVCS ... 10.26 3 months FR574110
FR67410A Port-Joinville Not found AVCS ... 3.42 3 months FR67410A
GB100016 Celtic Sea - Western App... Not found AVCS ... 3.85 3 months GB100016
GB104102 Western Appr the British ... Not found AVCS ... 0.95 3 months GB104102
GB1A20M4 N Hemisphere - 0E to 60E Not found AVCS ... 7.70 3 months GB1A20M4
IT100340 Title Not Specified Not found AVCS ... 3.88 3 months IT100340
Total price: 146.34 USD 'Full' licence valid till 31/3/2011
Price enquiry
Export order in text file
Return to product selection
Submit order

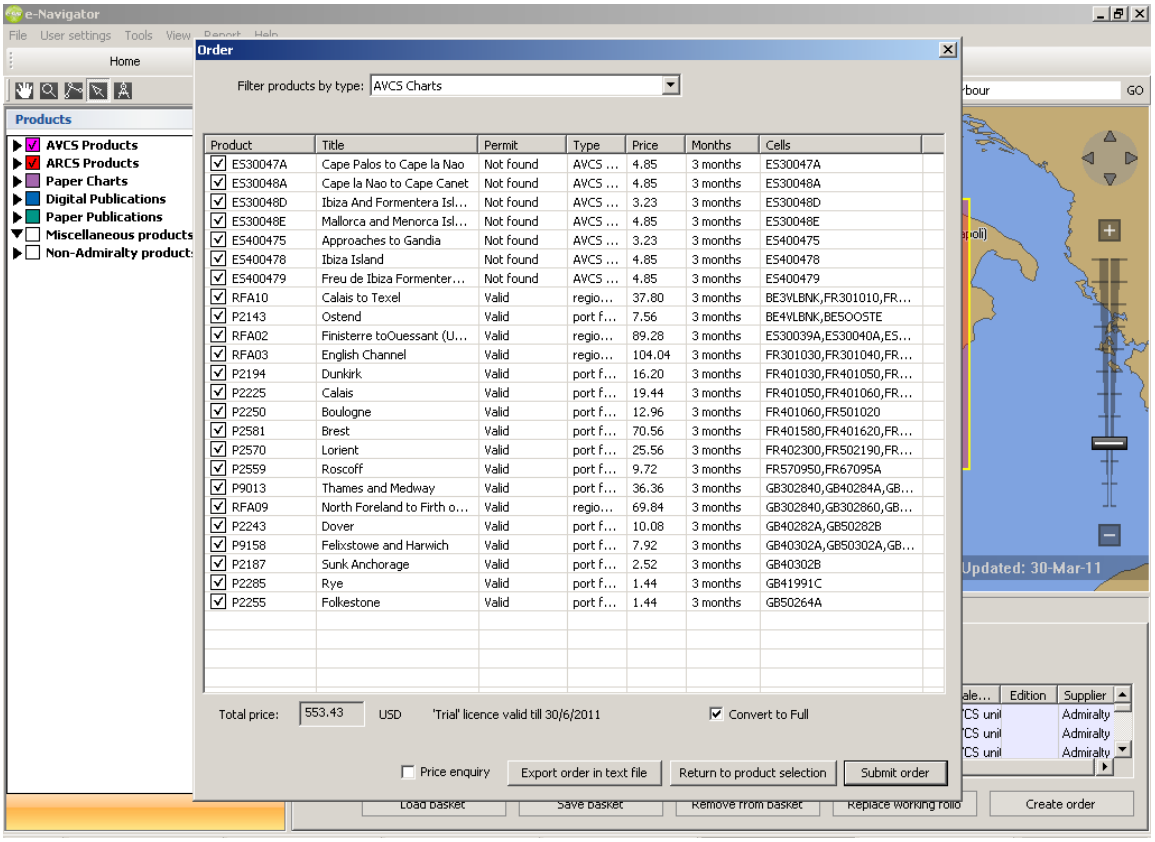
This will submit a price enquiry only to your Admiralty Chart Agent who will reply through business procedures via email or telephone.

Converting trial licence to a full

If you have a trial licence for ARCS and or AVCS you can order a full licence. When ordering new products on a trial licence you will need to tick the 'convert to full' tick box in the orders page.



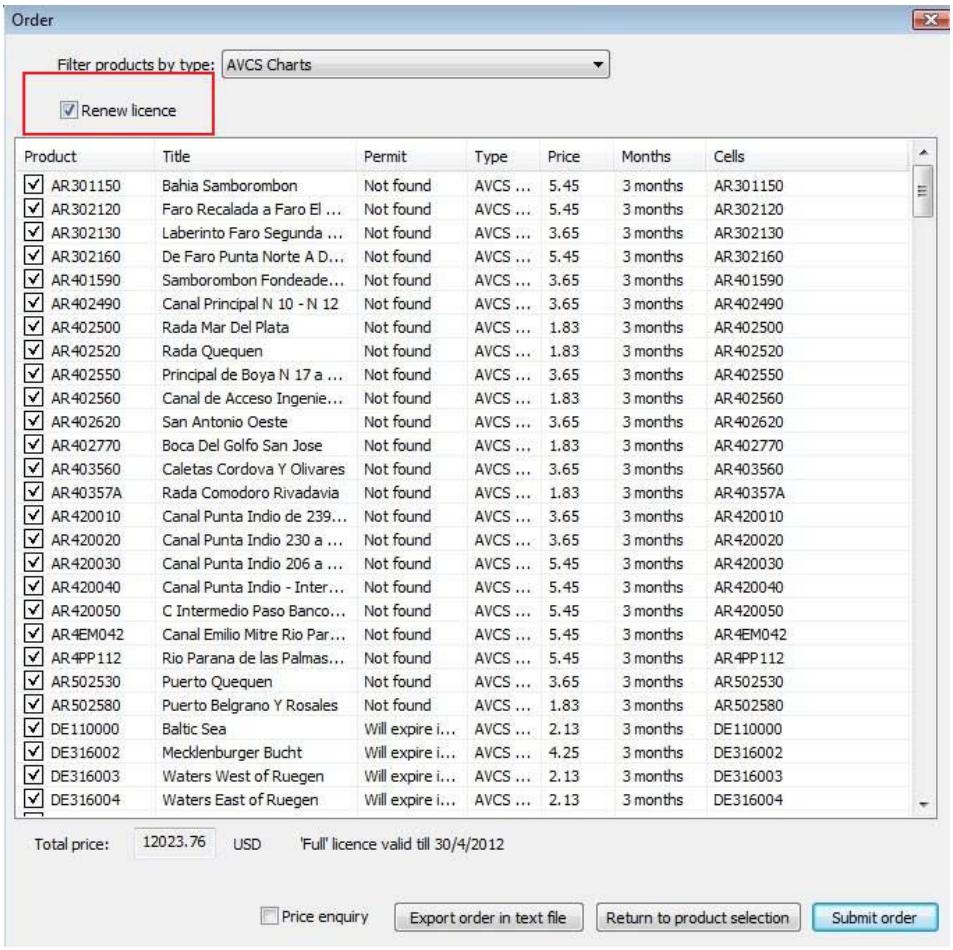
On selecting convert to full, all original holdings for that trial licence are added to the order, you can deselect the product you do not wish to purchase a full licence for.


e-Navigator
File User settings Tools View Report Help
Home
Products
AVCS Products
ARCS Products
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty product
Order
Filter products by type: AVCS Charts
Product Title Permit Type Price Months Cells
ES30047A Cape Palos to Cape la Nao Not found AVCS ... 4.85 3 months ES30047A
ES30048A Cape la Nao to Cape Canet Not found AVCS ... 4.85 3 months ES30048A
ES30048D Ibiza And Formentera Isl... Not found AVCS ... 3.23 3 months ES30048D
ES30048E Mallorca and Menorca Isl... Not found AVCS ... 4.85 3 months ES30048E
ES400475 Approaches to Gandia Not found AVCS ... 3.23 3 months ES400475
ES400478 Ibiza Island Not found AVCS ... 4.85 3 months ES400478
ES400479 Freu de Ibiza Formenter... Not found AVCS ... 4.85 3 months ES400479
RFA10 Calais to Texel Valid regio... 37.80 3 months BE3VLBNK,FR301010,FR...
P2143 Ostend Valid port f... 7.56 3 months BE4VLBNK,BE5OOSTE
RFA02 Finisterre toOuessant (U... Valid regio... 89.28 3 months ES30039A,ES30040A,ES...
RFA03 English Channel Valid regio... 104.04 3 months FR301030,FR301040,FR...
P2194 Dunkirk Valid port f... 16.20 3 months FR401030,FR401050,FR...
P2225 Calais Valid port f... 19.44 3 months FR401050,FR401060,FR...
P2250 Boulogne Valid port f... 12.96 3 months FR401060,FR501020
P2581 Brest Valid port f... 70.56 3 months FR401580,FR401620,FR...
P2570 Lorient Valid port f... 25.56 3 months FR402300,FR502190,FR...
P2559 Roscoff Valid port f... 9.72 3 months FR570950,FR67095A
P9013 Thames and Medway Valid port f... 36.36 3 months GB302840,GB40284A,GB...
RFA09 North Foreland to Firth o... Valid regio... 69.84 3 months GB302840,GB302860,GB...
P2243 Dover Valid port f... 10.08 3 months GB40282A,GB50282B
P9158 Felixstowe and Harwich Valid port f... 7.92 3 months GB40302A,GB50302A,GB...
P2187 Sunk Anchorage Valid port f... 2.52 3 months GB40302B
P2285 Rye Valid port f... 1.44 3 months GB41991C
P2255 Folkestone Valid port f... 1.44 3 months GB50264A
Total price: 553.43 USD 'Trial' licence valid till 30/6/2011 Convert to Full
Price enquiry Export order in text file Return to product selection Submit order
GO
Updated: 30-Mar-11
Edition Supplier
Admiralty
Load basket Save basket Remove from basket Replace working folio Create order

Renewing Digital Charts

The Maintain Holdings screen allows you to Reorder Digital products.

The reorder function for ARCS products is related to the entire licence and not to individual charts. When the licence has reached the update period (within one month of expiration) a check box called “Renew licence” is displayed on the Order form.
For AVCS, the reorder function allows both renewal of the licence when it has reached the update period and reorders a specific ENC.


Order
Filter products by type:
AVCS Charts
Renew licence
Product
Title
Permit
Type
Price
Months
Cells
AR301150 Bahia Samborombon Not found AVCS ... 5.45 3 months AR301150
AR302120 Faro Recalada a Faro El ... Not found AVCS ... 5.45 3 months AR302120
AR302130 Laberinto Faro Segunda ... Not found AVCS ... 3.65 3 months AR302130
AR302160 De Faro Punta Norte A D... Not found AVCS ... 5.45 3 months AR302160
AR401590 Samborombon Fondeade... Not found AVCS ... 3.65 3 months AR401590
AR402490 Canal Principal N 10 - N 12 Not found AVCS ... 3.65 3 months AR402490
AR402500 Rada Mar Del Plata Not found AVCS ... 1.83 3 months AR402500
AR402520 Rada Quequen Not found AVCS ... 1.83 3 months AR402520
AR402550 Principal de Boya N 17 a ... Not found AVCS ... 3.65 3 months AR402550
AR402560 Canal de Acceso Ingenie... Not found AVCS ... 1.83 3 months AR402560
AR402620 San Antonio Oeste Not found AVCS ... 3.65 3 months AR402620
AR402770 Boca Del Golfo San Jose Not found AVCS ... 1.83 3 months AR402770
AR403560 Caletas Cordova Y Olivares Not found AVCS ... 3.65 3 months AR403560
AR40357A Rada Comodoro Rivadavia Not found AVCS ... 1.83 3 months AR40357A
AR420010 Canal Punta Indio de 239... Not found AVCS ... 3.65 3 months AR420010
AR420020 Canal Punta Indio 230 a ... Not found AVCS ... 3.65 3 months AR420020
AR420030 Canal Punta Indio 206 a ... Not found AVCS ... 5.45 3 months AR420030
AR420040 Canal Punta Indio - Inter... Not found AVCS ... 5.45 3 months AR420040
AR420050 C Intermedio Paso Banco... Not found AVCS ... 5.45 3 months AR420050
AR4EM042 Canal Emilio Mitre Rio Par... Not found AVCS ... 5.45 3 months AR4EM042
AR4PP112 Rio Parana de las Palmas... Not found AVCS ... 5.45 3 months AR4PP112
AR502530 Puerto Quequen Not found AVCS ... 3.65 3 months AR502530
AR502580 Puerto Belgrano Y Rosales Not found AVCS ... 1.83 3 months AR502580
DE110000 Baltic Sea Will expire i... AVCS ... 2.13 3 months DE110000
DE316002 Mecklenburger Bucht Will expire i... AVCS ... 4.25 3 months DE316002
DE316003 Waters West of Ruegen Will expire i... AVCS ... 2.13 3 months DE316003
DE316004 Waters East of Ruegen Will expire i... AVCS ... 2.13 3 months DE316004
Total price:
12023.76
USD
'Full' licence valid till 30/4/2012
Price enquiry
Export order in text file
Return to product selection
Submit order

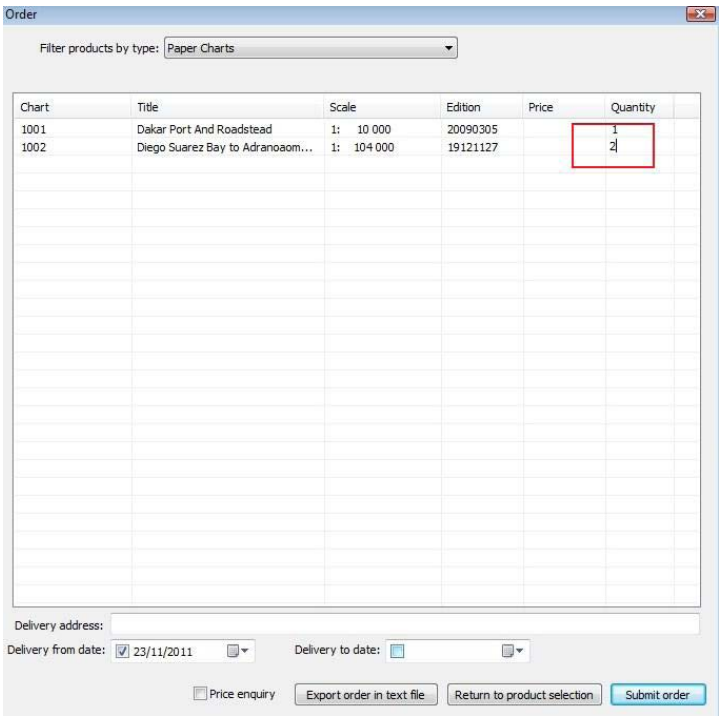
The reply files will contain the licence renewal permits.

Alternatively you can reorder a licence from the Maintain Holdings screen, select the Holdings tab. Select the products whose licences are about to expire and then click the ‘Reorder’ button at the bottom of the tabular display.

When the ‘Order’ form is displayed tick the ‘Renew licence’ box before submitting the order.

Order new editions of Publications and Paper Charts

To order a new edition of a product that you hold, go to the Maintain Holdings screen and select the Holdings tab. Select the products to be ordered and click on the 'Reorder' button. An order form will open in a new window. The products that require replacement are listed in the order.



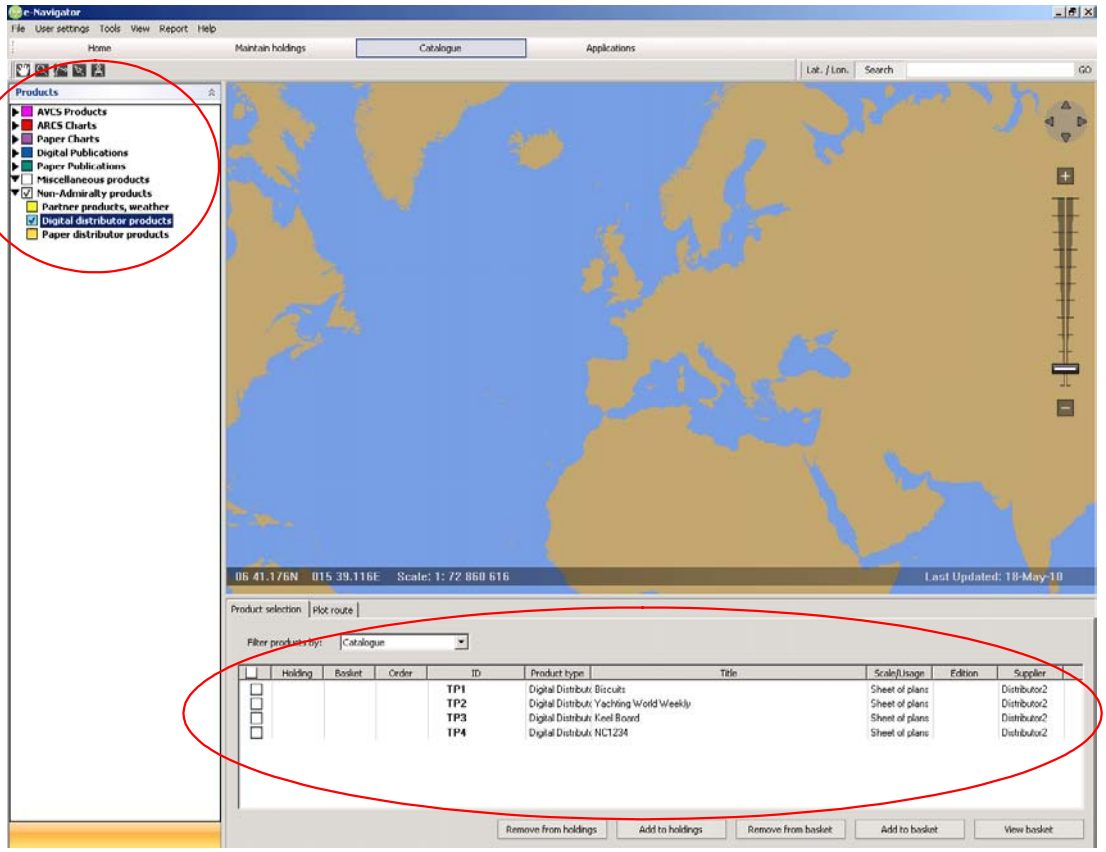
The products will be listed in the order. You can change the quantity of paper charts by clicking in the 'Quantity' column and changing the number.

When the order has been submitted your Admiralty Chart Agent will respond to the order in the normal way, there will be no further communication through Planning Station regarding your paper chart order. When you receive the paper products, please manually add them to your holdings as described in the previous section.

Non-Admiralty Product Catalogues

Planning Station users can order from the Non-Admiralty products catalogue, if installed. Your digital and paper Admiralty Chart Agent can produce catalogues of their own products and these will be listed in the table if you select that catalogue in the 'Products Selection Panel'. These products are not geographically referenced and will not appear in the graphical display but will be listed in the table. The catalogue is loaded and updated at the same time as your Admiralty catalogue.

Example of Non-Admiralty products catalogue



Managing Your Holdings

The Holdings record is accessed through the top level tab 'Maintain holdings' and is not available for digital products until Planning Station is activated. See 'Getting Started' for information.

The record of digital holdings (ARCS and AVCS) is built from the permit files that are delivered to the vessel. Paper charts, publications and other physical products are either entered manually from the catalogue or uploaded from a text file (holdings.hld) that may be sent by your Admiralty Chart Agent.

On first activation, or when it is newly added to the holdings, a product will show as 'Not installed'. This section shows you how to set the status of your paper and digital holdings to make an accurate record of your entire navigational outfit.

Description of Holdings tab

How the holdings tab shows the product titles

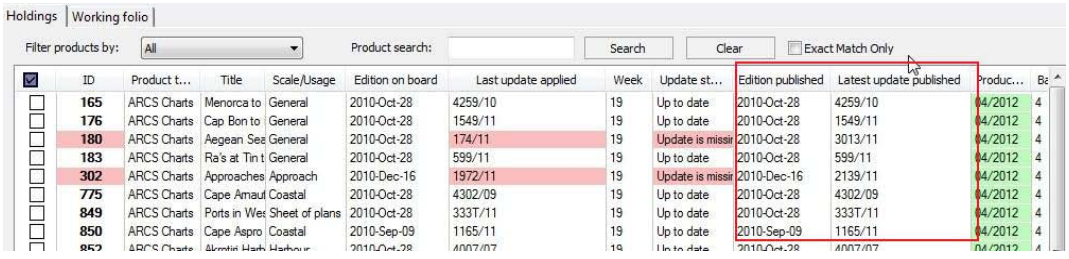
The first four columns in the holdings tab show the product ID, type, title and scale band or usage. You can click the ▶ symbol next to the product ID to expand the record. This will allow you to see cells/charts that are contained within a folio or plans that are on a paper/ARCS chart.

Holdings
Working folio
Filter products by:
Selected
Product search:
Search
Clear
Exact Match Only
ID
Product type
Title
Scale/Usage
Edit...
Last...
Week
Update status
Edition pu...
Latest
ATLEU AVCS Products European Atlantic Transit folio
DE221000 AVCS Charts German Bight General 5 26 26 Update is missing 5 27
DK2SKARK AVCS Charts Skagerrak General 11 5 26 Update is missing 11 6
ES30041A AVCS Charts San Ciprian to Finisterre Coastal 3 10 26 Up to date 3 10
FR301010 AVCS Charts Pas de Calais - Eastern part Coastal 3 22 26 Up to date 3 22
FR368240 AVCS Charts Approaches to Dieppe - West approaches to Pas de Calais Coastal 1 15 26 Up to date 1 15
RFA02 AVCS Products Finisterre toOuessant (Ushant) Regional folio
ES30041A AVCS Charts San Ciprian to Finisterre Coastal 3 10 26 Up to date 3 10
RFA03 AVCS Products English Channel Regional folio
FR368240 AVCS Charts Approaches to Dieppe - West approaches to Pas de Calais Coastal 1 15 26 Up to date 1 15
302 ARCS Charts Approaches to Al Iskandariyah (Alexandria) Approach 2010-De 1972/11 19 Update is missing 2010-Dec-16 2139/1
850 ARCS Charts Cape Aspro to Cape Pyla Coastal 2010-Se 1165/11 19 Up to date 2010-Sep-09 1165/1
1099 ARCS Charts Eastern Approaches to the Aegean Sea Coastal 2010-No 1324/11 19 Update is missing 2010-Nov-18 2435/1
1003 Paper Charts Approaches to Porto da Beira Approach 2004-Ja 4661/10 9 Up to date 2004-Jan-15 4661/1
1034 Paper Charts Approaches to Cayenne Approach 2002-De 5959/10 5 Up to date 2002-Dec-05 5959/1
NP79 ALL North East Indian Ocean South China and Eastern Archipelagic N/A 2010-Se 20 2010-Sep-23

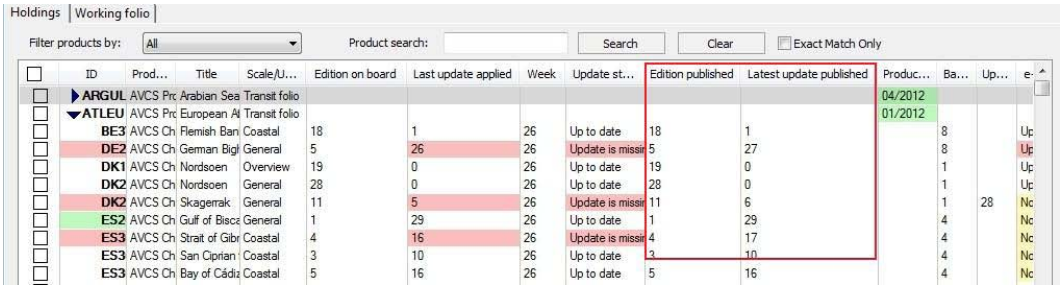
How the holdings tab shows the status of products held on board

The columns 'Edition published' and 'Latest update published' show the most recent edition and update that are available, according to the latest catalogue that has been downloaded.

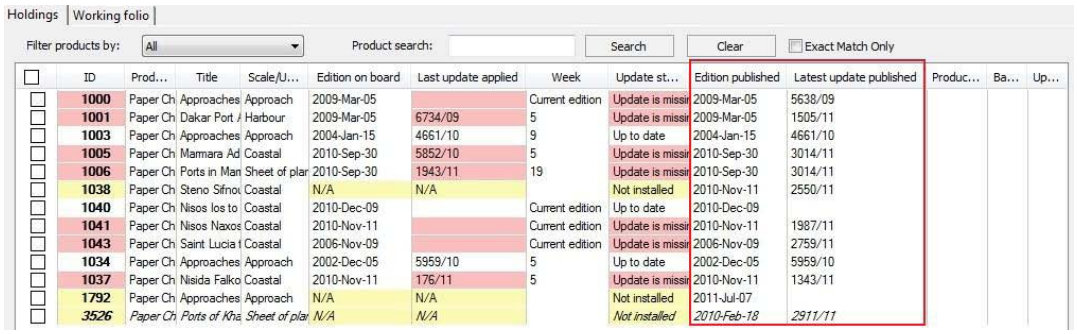
ARCS:


Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Product t...
Title
Scale/Usage
Edition on board
Last update applied
Week
Update st...
Edition published
Latest update published
165 ARCS Charts Menorca to General 2010-Oct-28 4259/10 19 Up to date 2010-Oct-28 4259/10
176 ARCS Charts Cap Bon to General 2010-Oct-28 1549/11 19 Up to date 2010-Oct-28 1549/11
180 ARCS Charts Aegean Sea General 2010-Oct-28 174/11 19 Update is missi 2010-Oct-28 3013/11
183 ARCS Charts Ra's at Tin t General 2010-Oct-28 599/11 19 Up to date 2010-Oct-28 599/11
302 ARCS Charts Approaches Approach 2010-Dec-16 1972/11 19 Update is missi 2010-Dec-16 2139/11
775 ARCS Charts Cape Amaut Coastal 2010-Oct-28 4302/09 19 Up to date 2010-Oct-28 4302/09
849 ARCS Charts Ports in Wes Sheet of plans 2010-Oct-28 333T/11 19 Up to date 2010-Oct-28 333T/11
850 ARCS Charts Cape Aspro Coastal 2010-Sep-09 1165/11 19 Up to date 2010-Sep-09 1165/11

AVCS:


Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Prod...
Title
Scale/U...
Edition on board
Last update applied
Week
Update st...
Edition published
Latest update published
ARGUL AVCS Pro Arabian Sea Transit folio 04/2012
ATLEU AVCS Pro European Al Transit folio 01/2012
BE3 AVCS Ch Flemish Ban Coastal 18 1 26 Up to date 18 1
DE2 AVCS Ch German Bigl General 5 26 26 Update is missi 5 27
DK1 AVCS Ch Nordsoen Overview 19 0 26 Up to date 19 0
DK2 AVCS Ch Nordsoen General 28 0 26 Up to date 28 0
DK2 AVCS Ch Skagerrak General 11 5 26 Update is missi 11 6
ES2 AVCS Ch Gulf of Biscz General 1 29 26 Up to date 1 29
ES3 AVCS Ch Strait of Gibr Coastal 4 16 26 Update is missi 4 17
ES3 AVCS Ch San Ciprian Coastal 3 10 26 Up to date 3 10
ES3 AVCS Ch Bay of Cádiz Coastal 5 16 26 Up to date 5 16

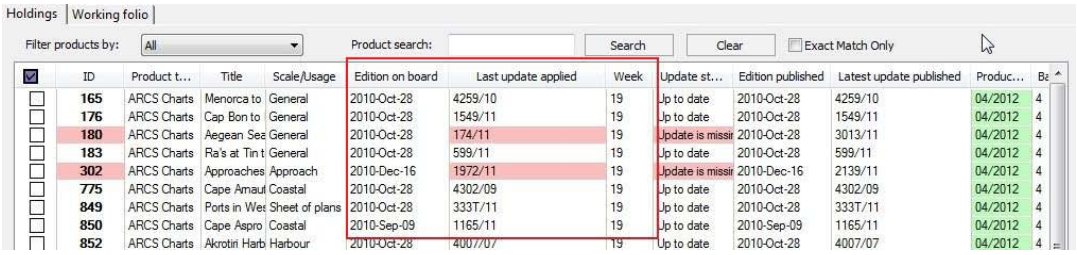
PAPER CHARTS:



	ID	Prod...	Title	Scale/U...	Edition on board	Last update applied	Week	Update st...	Edition published	Latest update published	Produc...	Ba...	Up...
	1000	Paper Ch	Approaches	Approach	2009-Mar-05		Current edition	Update is missir	2009-Mar-05	5638/09			
	1001	Paper Ch	Dakar Port /	Harbour	2009-Mar-05	6734/09	5	Update is missir	2009-Mar-05	1505/11			
	1003	Paper Ch	Approaches	Approach	2004-Jan-15	4661/10	9	Up to date	2004-Jan-15	4661/10			
	1005	Paper Ch	Marmara Ad	Coastal	2010-Sep-30	5852/10	5	Update is missir	2010-Sep-30	3014/11			
	1006	Paper Ch	Ports in Mar	Sheet of plar	2010-Sep-30	1943/11	19	Update is missir	2010-Sep-30	3014/11			
	1038	Paper Ch	Steno Sifnoi	Coastal	N/A	N/A		Not installed	2010-Nov-11	2550/11			
	1040	Paper Ch	Nisos Ios to	Coastal	2010-Dec-09		Current edition	Up to date	2010-Dec-09				
	1041	Paper Ch	Nisos Naxos	Coastal	2010-Nov-11		Current edition	Update is missir	2010-Nov-11	1987/11			
	1043	Paper Ch	Saint Lucia t	Coastal	2006-Nov-09		Current edition	Update is missir	2006-Nov-09	2759/11			
	1034	Paper Ch	Approaches	Approach	2002-Dec-05	5959/10	5	Up to date	2002-Dec-05	5959/10			
	1037	Paper Ch	Nisida Falko	Coastal	2010-Nov-11	176/11	5	Update is missir	2010-Nov-11	1343/11			
	1792	Paper Ch	Approaches	Approach	N/A	N/A		Not installed	2011-Jul-07				
	3526	*Paper Ch*	*Ports of Kha*	*Sheet of plar*	*N/A*	*N/A*		*Not installed*	*2010-Feb-18*	*2911/11*			

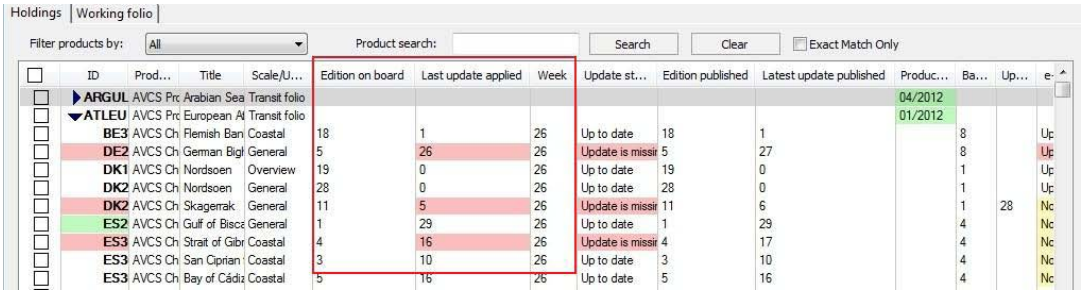
The columns 'Edition on board' and 'Latest update applied' show the current status of your charts and publications on board. The 'Week' column indicates the latest weekly corrections applied to each item.

ARCS:



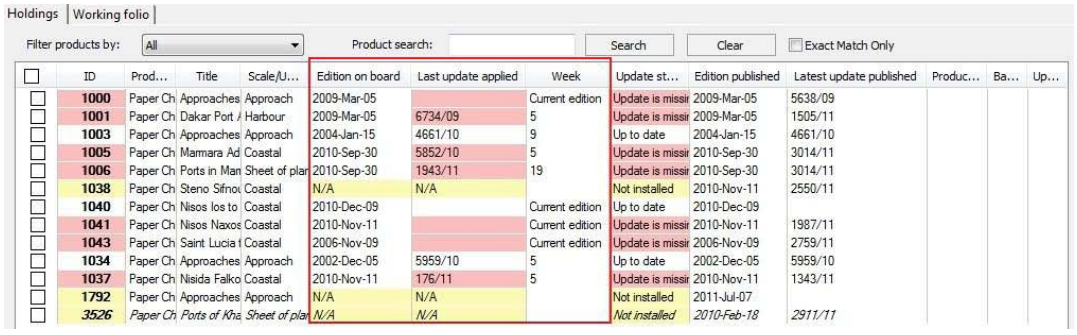
	ID	Product t...	Title	Scale/Usage	Edition on board	Last update applied	Week	Update st...	Edition published	Latest update published	Produc...	Ba
	165	ARCS Charts	Menorca to	General	2010-Oct-28	4259/10	19	Up to date	2010-Oct-28	4259/10	04/2012	4
	176	ARCS Charts	Cap Bon to	General	2010-Oct-28	1549/11	19	Up to date	2010-Oct-28	1549/11	04/2012	4
	180	ARCS Charts	Aegean Sea	General	2010-Oct-28	174/11	19	Update is missir	2010-Oct-28	3013/11	04/2012	4
	183	ARCS Charts	Ra's at Tin t	General	2010-Oct-28	599/11	19	Up to date	2010-Oct-28	599/11	04/2012	4
	302	ARCS Charts	Approaches	Approach	2010-Dec-16	1972/11	19	Update is missir	2010-Dec-16	2139/11	04/2012	4
	775	ARCS Charts	Cape Arnaul	Coastal	2010-Oct-28	4302/09	19	Up to date	2010-Oct-28	4302/09	04/2012	4
	849	ARCS Charts	Ports in Wes	Sheet of plans	2010-Oct-28	333T/11	19	Up to date	2010-Oct-28	333T/11	04/2012	4
	850	ARCS Charts	Cape Aspro	Coastal	2010-Sep-09	1165/11	19	Up to date	2010-Sep-09	1165/11	04/2012	4
	852	ARCS Charts	Akrotiri Harb	Harbour	2010-Oct-28	4007/07	19	Up to date	2010-Oct-28	4007/07	04/2012	4

AVCS:



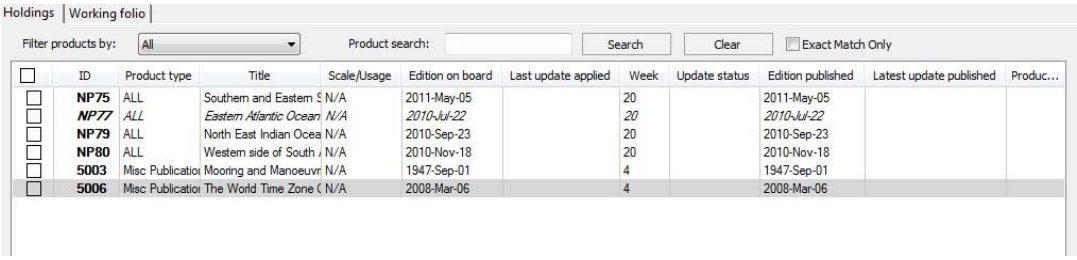
	ID	Prod...	Title	Scale/U...	Edition on board	Last update applied	Week	Update st...	Edition published	Latest update published	Produc...	Ba...	Up...
	ARGUL	AVCS Pro	Arabian Sea	Transit folio							04/2012		
	ATLEU	AVCS Pro	European A	Transit folio							01/2012		
	BE3	AVCS Ch	Flemish Ban	Coastal	18	1	26	Up to date	18	1		8	
	DE2	AVCS Ch	German Bigl	General	5	26	26	Update is missir	5	27		8	
	DK1	AVCS Ch	Nordsoen	Overview	19	0	26	Up to date	19	0		1	
	DK2	AVCS Ch	Nordsoen	General	28	0	26	Up to date	28	0		1	
	DK2	AVCS Ch	Skagerrak	General	11	5	26	Update is missir	11	6		1	28
	ES2	AVCS Ch	Gulf of Bisca	General	1	29	26	Up to date	1	29		4	
	ES3	AVCS Ch	Strait of Gibr	Coastal	4	16	26	Update is missir	4	17		4	
	ES3	AVCS Ch	San Cipriar	Coastal	3	10	26	Up to date	3	10		4	
	ES3	AVCS Ch	Bay of Cádiz	Coastal	5	16	26	Up to date	5	16		4	

PAPER CHARTS AND PUBLICATIONS



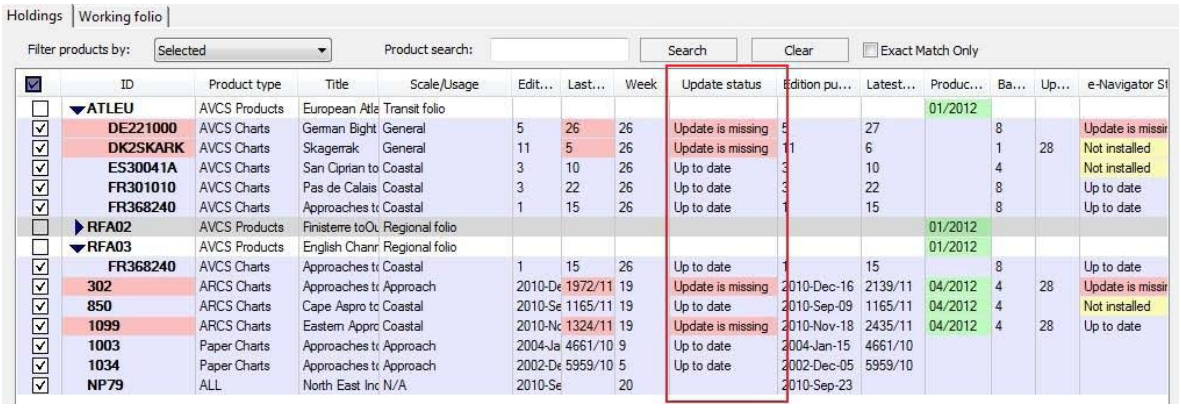
	ID	Prod...	Title	Scale/U...	Edition on board	Last update applied	Week	Update st...	Edition published	Latest update published	Produc...	Ba...	Up...
	1000	Paper Ch	Approaches	Approach	2009-Mar-05		Current edition	Update is missir	2009-Mar-05	5638/09			
	1001	Paper Ch	Dakar Port /	Harbour	2009-Mar-05	6734/09	5	Update is missir	2009-Mar-05	1505/11			
	1003	Paper Ch	Approaches	Approach	2004-Jan-15	4661/10	9	Up to date	2004-Jan-15	4661/10			
	1005	Paper Ch	Marmara Ad	Coastal	2010-Sep-30	5852/10	5	Update is missir	2010-Sep-30	3014/11			
	1006	Paper Ch	Ports in Mar	Sheet of plar	2010-Sep-30	1943/11	19	Update is missir	2010-Sep-30	3014/11			
	1038	Paper Ch	Steno Sifnoi	Coastal	N/A	N/A		Not installed	2010-Nov-11	2550/11			
	1040	Paper Ch	Nisos Ios to	Coastal	2010-Dec-09		Current edition	Up to date	2010-Dec-09				
	1041	Paper Ch	Nisos Naxos	Coastal	2010-Nov-11		Current edition	Update is missir	2010-Nov-11	1987/11			
	1043	Paper Ch	Saint Lucia t	Coastal	2006-Nov-09		Current edition	Update is missir	2006-Nov-09	2759/11			
	1034	Paper Ch	Approaches	Approach	2002-Dec-05	5959/10	5	Up to date	2002-Dec-05	5959/10			
	1037	Paper Ch	Nisida Falko	Coastal	2010-Nov-11	176/11	5	Update is missir	2010-Nov-11	1343/11			
	1792	Paper Ch	Approaches	Approach	N/A	N/A		Not installed	2011-Jul-07				
	3526	*Paper Ch*	*Ports of Kha*	*Sheet of plar*	*N/A*	*N/A*		*Not installed*	*2010-Feb-18*	*2911/11*			

The columns for 'Latest update published' and 'Last update applied' are not filled in for items that do not have individual Notice to Mariners updates.



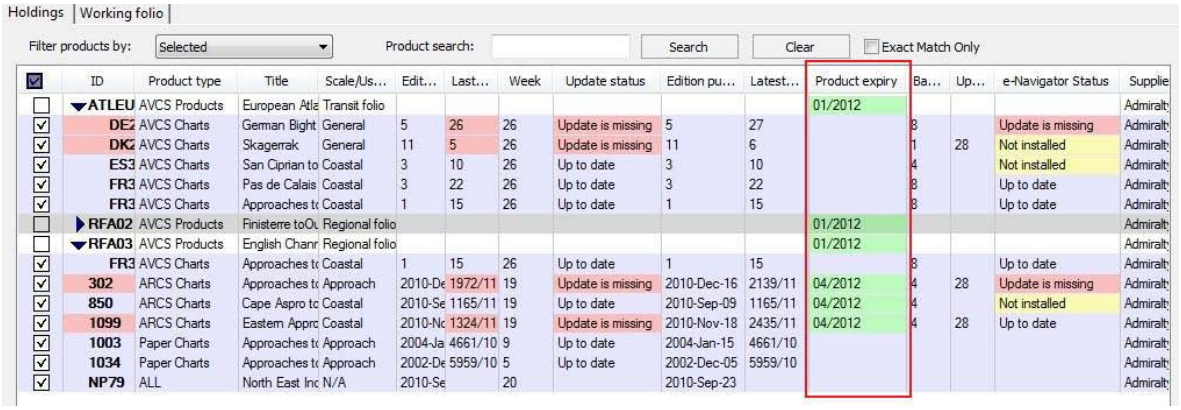
	ID	Product type	Title	Scale/Usage	Edition on board	Last update applied	Week	Update status	Edition published	Latest update published	Produc...
	NP75	ALL	Southern and Eastern S	N/A	2011-May-05		20		2011-May-05		
	NP77	*ALL*	*Eastern Atlantic Ocean*	*N/A*	*2010-Jul-22*		*20*		*2010-Jul-22*		
	NP79	ALL	North East Indian Ocea	N/A	2010-Sep-23		20		2010-Sep-23		
	NP80	ALL	Western side of South /	N/A	2010-Nov-18		20		2010-Nov-18		
	5003	Misc Publicatio	Mooring and Manoeuvr	N/A	1947-Sep-01		4		1947-Sep-01		
	5006	Misc Publicatio	The World Time Zone (	N/A	2008-Mar-06		4		2008-Mar-06		

The column 'Update status' shows the status of your navigational charts, cells or publications with relation to the catalogue currently downloaded and installed in Planning Station. It is important to keep the catalogue up to date so that you get a true picture of your status.



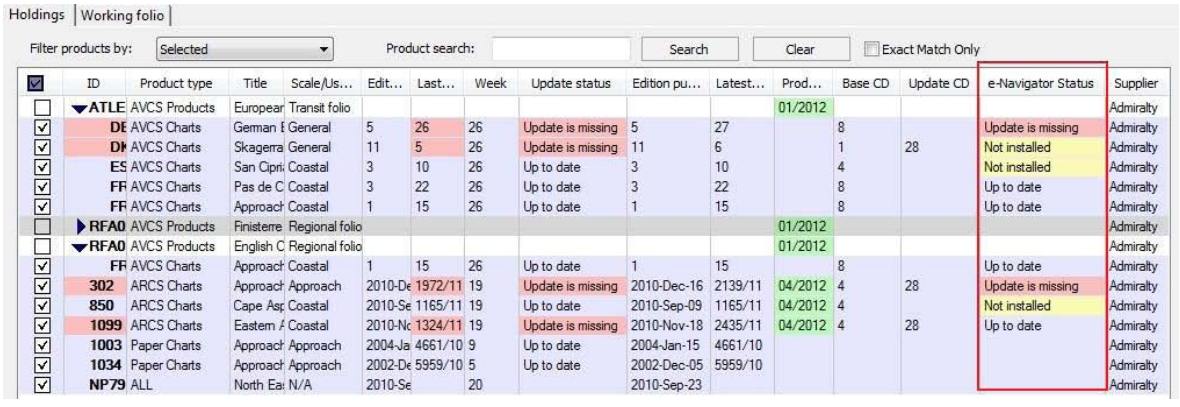
ID	Product type	Title	Scale/Usage	Edit...	Last...	Week	Update status	Edition pu...	Latest...	Produc...	Ba...	Up...	e-Navigator St
ATLEU	AVCS Products	European Atla	Transit folio							01/2012			
DE221000	AVCS Charts	German Bight	General	5	26	26	Update is missing	5	27		8		Update is missi
DK2SKARK	AVCS Charts	Skagerrak	General	11	5	26	Update is missing	11	6		1	28	Not installed
ES30041A	AVCS Charts	San Ciprian to	Coastal	3	10	26	Up to date	3	10		4		Not installed
FR301010	AVCS Charts	Pas de Calais	Coastal	3	22	26	Up to date	3	22		8		Up to date
FR368240	AVCS Charts	Approaches to	Coastal	1	15	26	Up to date	1	15		8		Up to date
RFA02	AVCS Products	Finisterre toOu	Regional folio							01/2012			
RFA03	AVCS Products	English Chanr	Regional folio							01/2012			
FR368240	AVCS Charts	Approaches to	Coastal	1	15	26	Up to date	1	15		8		Up to date
302	ARCS Charts	Approaches to	Approach	2010-De	1972/11	19	Update is missing	2010-Dec-16	2139/11	04/2012	4	28	Update is missi
850	ARCS Charts	Cape Aspro to	Coastal	2010-Se	1165/11	19	Up to date	2010-Sep-09	1165/11	04/2012	4		Not installed
1099	ARCS Charts	Eastern Appro	Coastal	2010-No	1324/11	19	Update is missing	2010-Nov-18	2435/11	04/2012	4	28	Up to date
1003	Paper Charts	Approaches to	Approach	2004-Ja	4661/10	9	Up to date	2004-Jan-15	4661/10				
1034	Paper Charts	Approaches to	Approach	2002-De	5959/10	5	Up to date	2002-Dec-05	5959/10				
NP79	ALL	North East Inc	N/A	2010-Se		20		2010-Sep-23					

The column 'Product expiry' shows the duration of your digital chart/cell permit. The permit expires after the last day of the month shown.



ID	Product type	Title	Scale/Us...	Edit...	Last...	Week	Update status	Edition pu...	Latest...	Product expiry	Ba...	Up...	e-Navigator Status	Supplie
ATLEU	AVCS Products	European Atla	Transit folio							01/2012				Admiralt
DE2	AVCS Charts	German Bight	General	5	26	26	Update is missing	5	27		8		Update is missing	Admiralt
DK2	AVCS Charts	Skagerrak	General	11	5	26	Update is missing	11	6		1	28	Not installed	Admiralt
ES3	AVCS Charts	San Ciprian to	Coastal	3	10	26	Up to date	3	10		4		Not installed	Admiralt
FR3	AVCS Charts	Pas de Calais	Coastal	3	22	26	Up to date	3	22		8		Up to date	Admiralt
FR3	AVCS Charts	Approaches to	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralt
RFA02	AVCS Products	Finisterre toOu	Regional folio							01/2012				Admiralt
RFA03	AVCS Products	English Chanr	Regional folio							01/2012				Admiralt
FR3	AVCS Charts	Approaches to	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralt
302	ARCS Charts	Approaches to	Approach	2010-De	1972/11	19	Update is missing	2010-Dec-16	2139/11	04/2012	4	28	Update is missing	Admiralt
850	ARCS Charts	Cape Aspro to	Coastal	2010-Se	1165/11	19	Up to date	2010-Sep-09	1165/11	04/2012	4		Not installed	Admiralt
1099	ARCS Charts	Eastern Appro	Coastal	2010-No	1324/11	19	Update is missing	2010-Nov-18	2435/11	04/2012	4	28	Up to date	Admiralt
1003	Paper Charts	Approaches to	Approach	2004-Ja	4661/10	9	Up to date	2004-Jan-15	4661/10					Admiralt
1034	Paper Charts	Approaches to	Approach	2002-De	5959/10	5	Up to date	2002-Dec-05	5959/10					Admiralt
NP79	ALL	North East Inc	N/A	2010-Se		20		2010-Sep-23						Admiralt

The column 'e-Navigator status' shows the status of the data that has been loaded into Planning Station. Loading data in Planning Station is optional and you must be supplied with the appropriate extra set of permits, which can be provided within an ARCS or AVCS licence. If you wish to view charts within Planning Station, and are unable to do so, contact your Admiralty Chart Agent.



ID	Product type	Title	Scale/Us...	Edit...	Last...	Week	Update status	Edition pu...	Latest...	Prod...	Base CD	Update CD	e-Navigator Status	Supplier
ATLE	AVCS Products	Europear	Transit folio							01/2012				Admiralty
DE	AVCS Charts	German I	General	5	26	26	Update is missing	5	27		8		Update is missing	Admiralty
DK	AVCS Charts	Skagerra	General	11	5	26	Update is missing	11	6		1	28	Not installed	Admiralty
ES	AVCS Charts	San Cipri	Coastal	3	10	26	Up to date	3	10		4		Not installed	Admiralty
FR	AVCS Charts	Pas de C	Coastal	3	22	26	Up to date	3	22		8		Up to date	Admiralty
FR	AVCS Charts	Approach	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralty
RFA0	AVCS Products	Finisterre	Regional folio							01/2012				Admiralty
RFA0	AVCS Products	English C	Regional folio							01/2012				Admiralty
FR	AVCS Charts	Approach	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralty
302	ARCS Charts	Approach	Approach	2010-De	1972/11	19	Update is missing	2010-Dec-16	2139/11	04/2012	4	28	Update is missing	Admiralty
850	ARCS Charts	Cape Asp	Coastal	2010-Se	1165/11	19	Up to date	2010-Sep-09	1165/11	04/2012	4		Not installed	Admiralty
1099	ARCS Charts	Eastern A	Coastal	2010-No	1324/11	19	Update is missing	2010-Nov-18	2435/11	04/2012	4	28	Up to date	Admiralty
1003	Paper Charts	Approach	Approach	2004-Ja	4661/10	9	Up to date	2004-Jan-15	4661/10					Admiralty
1034	Paper Charts	Approach	Approach	2002-De	5959/10	5	Up to date	2002-Dec-05	5959/10					Admiralty
NP79	ALL	North Eas	N/A	2010-Se		20		2010-Sep-23						Admiralty

Colour coded status

The Holdings columns are colour coded as follows:

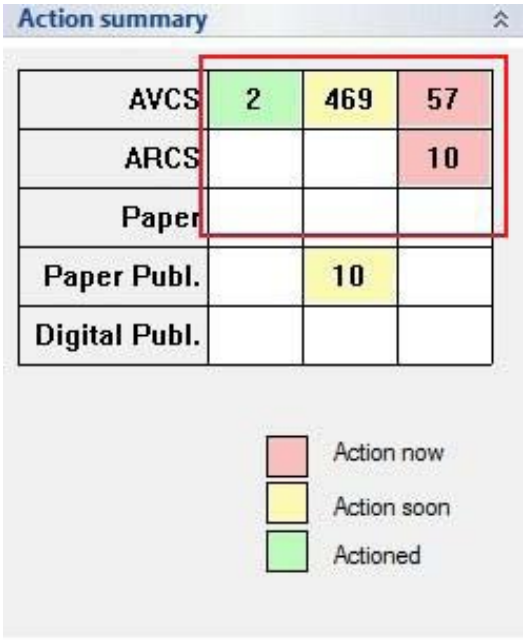
Red ‘Action now’: For example, a Notice to Mariners update is missing, a New Edition has been published or product/licence has expired.

Amber ‘Action soon’: For example, a physical product is received but not checked, permit is held but data is not installed or a permit/licence is due to expire at the end of the month.

Green ‘Actioned’: For example, action has been taken to update/order a product or renew a permit/licence.

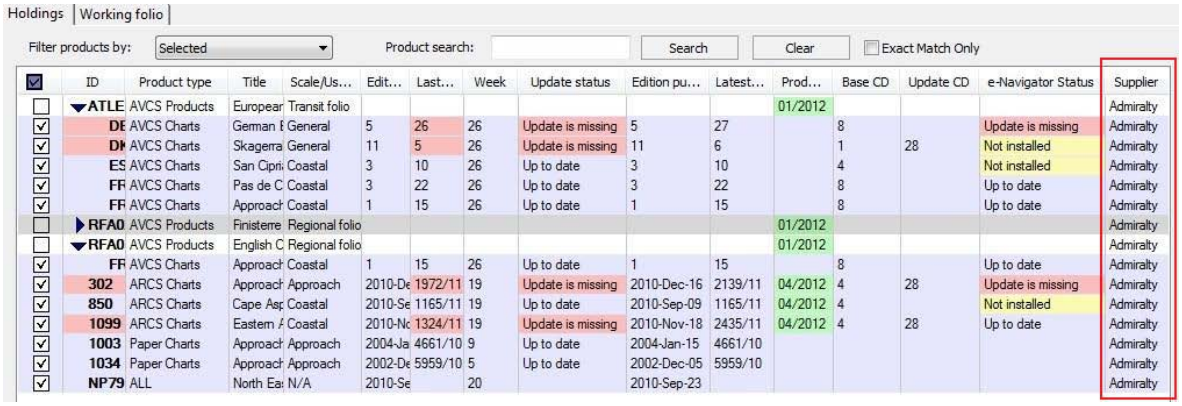
White ‘No action required’: Meaning that the product is fully up to date and ready for use or no updates are outstanding.

A status summary of your entire holdings, using this colour scheme, is shown in the left hand ‘Action summary’ panel:



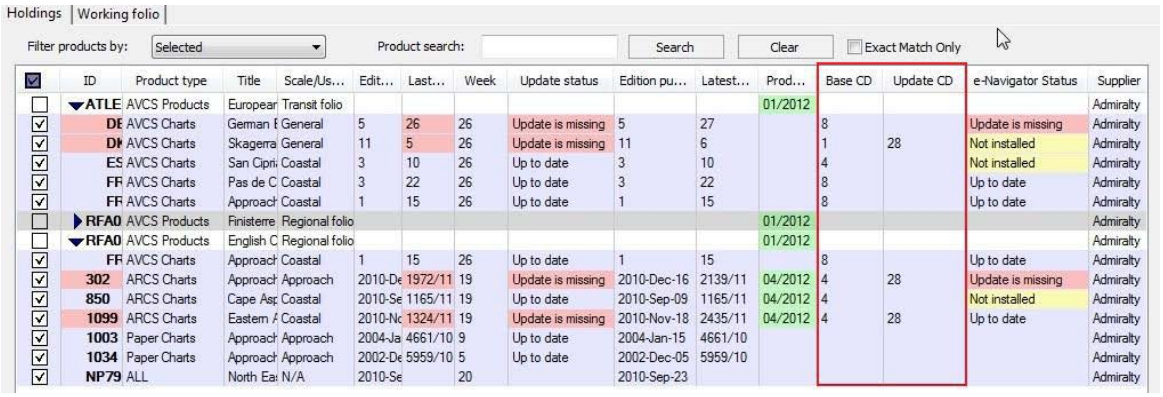
How the holdings tab shows the source of products held on board

The column ‘Supplier’ indicates the source of the data or product that you have in your holdings.



ID	Product type	Title	Scale/Us…	Edit…	Last…	Week	Update status	Edition pu…	Latest…	Prod…	Base CD	Update CD	e-Navigator Status	Supplier
ATLE	AVCS Products	Europear	Transit folio							01/2012				Admiralty
DE	AVCS Charts	German E	General	5	26	26	Update is missing	5	27		8		Update is missing	Admiralty
DI	AVCS Charts	Skagerra	General	11	5	26	Update is missing	11	6		1	28	Not installed	Admiralty
ES	AVCS Charts	San Cipri	Coastal	3	10	26	Up to date	3	10		4		Not installed	Admiralty
FR	AVCS Charts	Pas de C	Coastal	3	22	26	Up to date	3	22		8		Up to date	Admiralty
FR	AVCS Charts	Approach	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralty
RFA0	AVCS Products	Finisterre	Regional folio							01/2012				Admiralty
RFA0	AVCS Products	English C	Regional folio							01/2012				Admiralty
FR	AVCS Charts	Approach	Coastal	1	15	26	Up to date	1	15		8		Up to date	Admiralty
302	ARCS Charts	Approach	Approach	2010-De	1972/11	19	Update is missing	2010-Dec-16	2139/11	04/2012	4	28	Update is missing	Admiralty
850	ARCS Charts	Cape Asp	Coastal	2010-Se	1165/11	19	Up to date	2010-Sep-09	1165/11	04/2012	4		Not installed	Admiralty
1099	ARCS Charts	Eastern A	Coastal	2010-No	1324/11	19	Update is missing	2010-Nov-18	2435/11	04/2012	4	28	Up to date	Admiralty
1003	Paper Charts	Approach	Approach	2004-Ja	4661/10	9	Up to date	2004-Jan-15	4661/10					Admiralty
1034	Paper Charts	Approach	Approach	2002-De	5959/10	5	Up to date	2002-Dec-05	5959/10					Admiralty
NP79	ALL	North Ea	N/A	2010-Se		20		2010-Sep-23						Admiralty

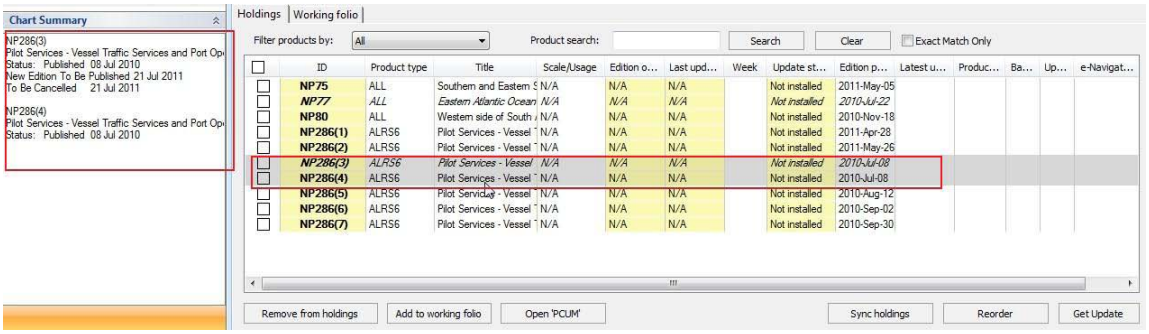
The columns 'Base CD' and 'Update CD' show where you can find the digital data for that digital product. This column is not filled for physical products



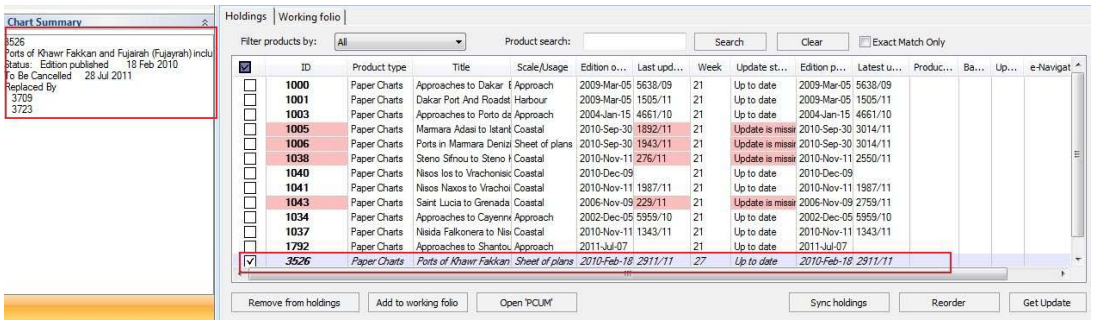
How the holdings tab shows the availability and history of products

As well as containing details of New Editions and Updates, the Weekly Bulletin issued by the UKHO announces products that are to be cancelled and replaced. This information is available in the Planning Station Holdings and Catalogue screens.

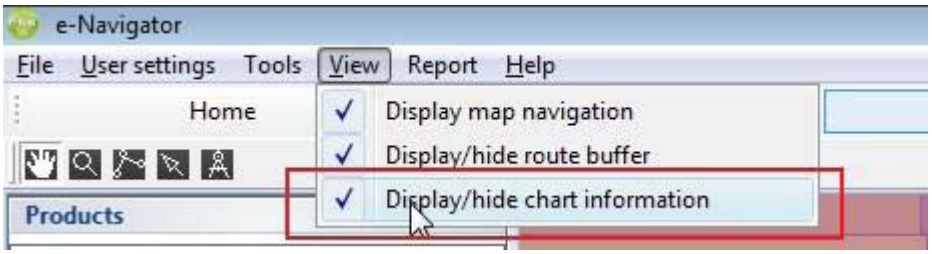
When you click on a product record line, there is additional information displayed in the bottom left 'Chart summary' panel.



If the product has been cancelled, or is to be cancelled, it is displayed in italics to bring it to your attention. You can then select the line to see more detail. If the product is to be replaced by another product, that will be detailed, and the replacement product will say which ones it replaces.



You can toggle the 'Chart summary' panel on/off in the top menu View > Display/hide chart information.



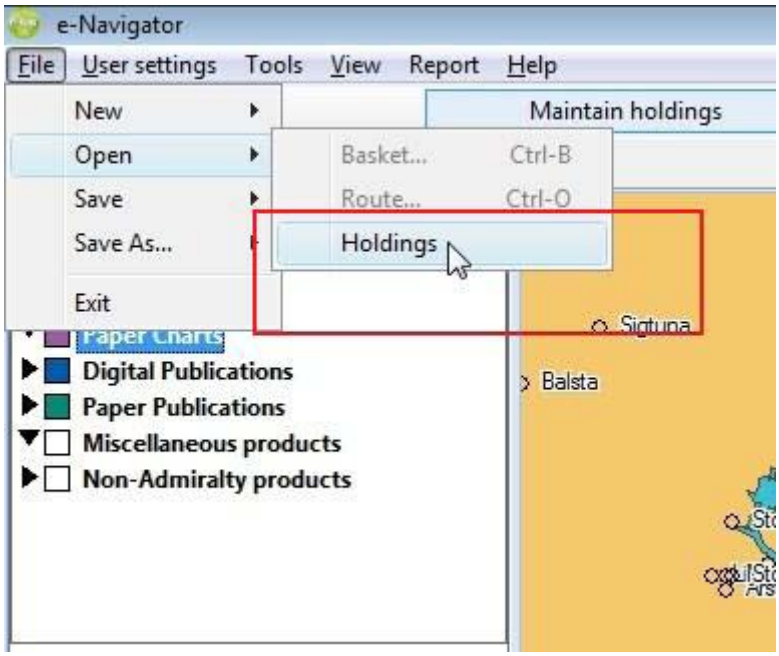
Managing your paper holdings

Whereas the digital chart holdings record is built from the chart permits delivered to the vessel, the master record of paper and physical holdings is held in Planning Station on board the vessel. Each time a communication is established from Planning Station to the server ashore (for example, by placing an order or 'Check my Status') the vessel's holdings record is sent to update the shore record. In this way, you can inform the Chart Agent if you have purchased extra products or removed items from your chart outfit.

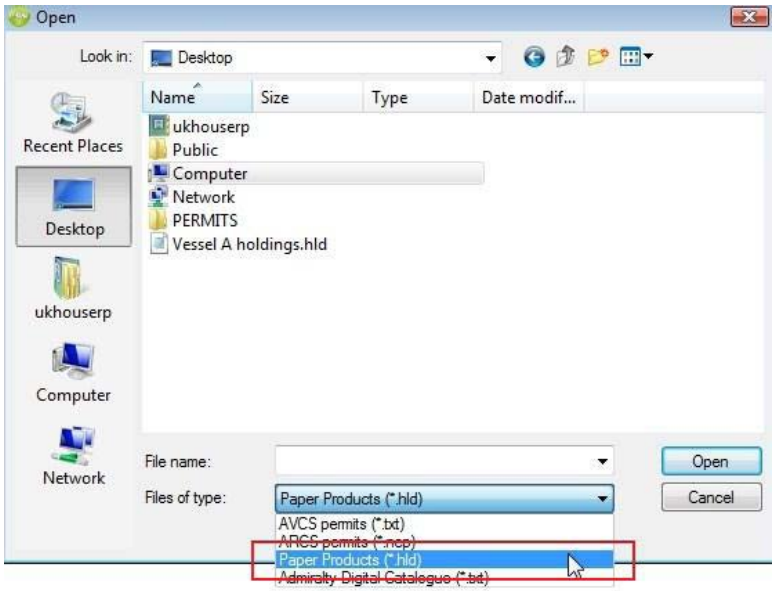
Importing a holdings file

Paper holdings can be imported as a .hld text file which may be provided by your Admiralty Chart Agent or Shipping Company, or can be created in Planning Station.

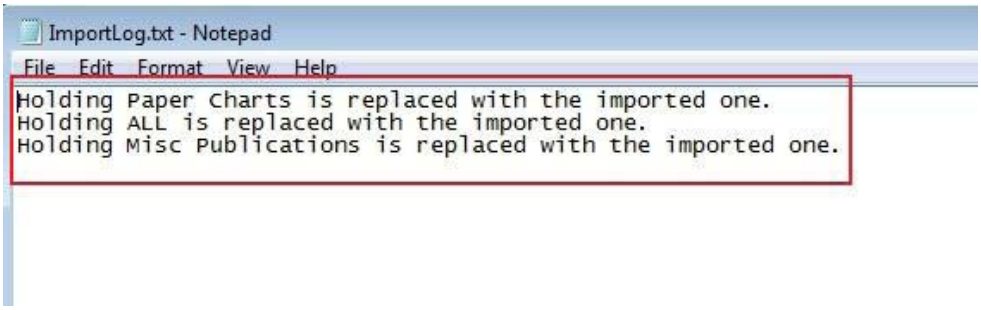
To upload a previously created holdings file, select the Maintain Holdings screen then choose the menu option File > Open > Holdings.



In the pop up window choose the file type ".hld" and browse to its location. Finally, click 'Open' and the file will be uploaded when you confirm that you agree to over writing any previous physical holdings record.

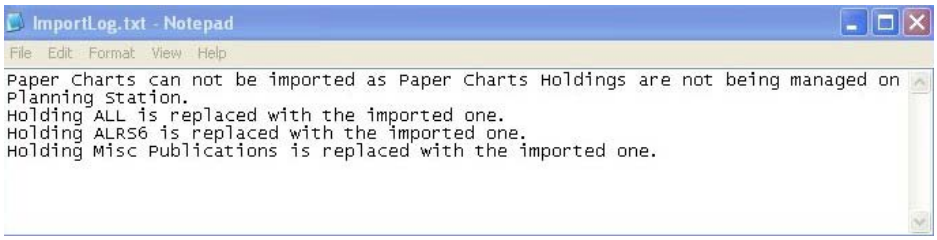


The file may contain details of your digital holdings, but it is only the physical products that will be imported (digital holdings are built from the data permit files).


ImportLog.txt - Notepad
File Edit Format View Help
Holding Paper Charts is replaced with the imported one.
Holding ALL is replaced with the imported one.
Holding Misc Publications is replaced with the imported one.

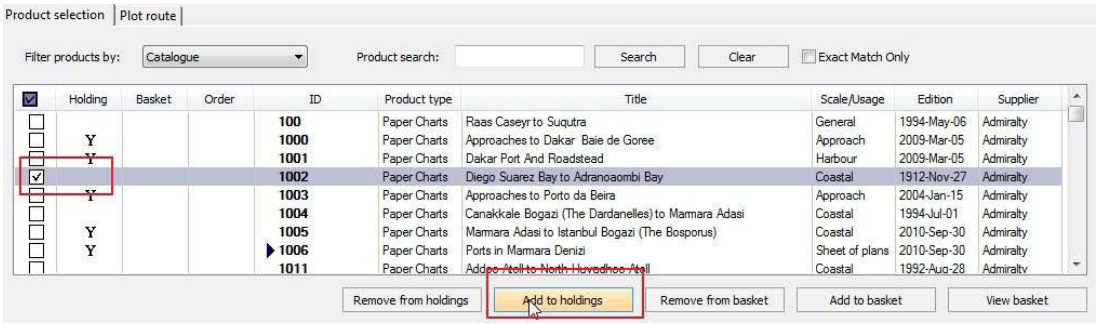
Importing holdings file with PCUM installed

If your Planning Station is authenticated with a Paper Chart Updating Module your paper charts are managed within the external module, not Planning Station. Paper chart holdings will not therefore be updated when you import a holdings file. A message informs you is this is the case.

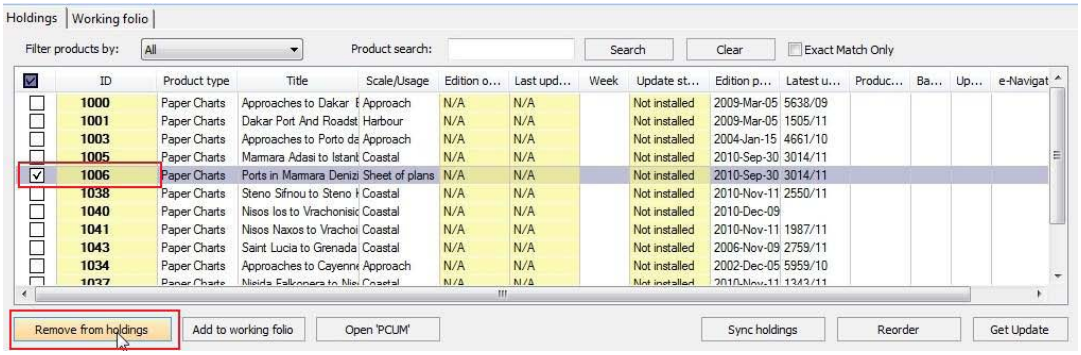

ImportLog.txt - Notepad
File Edit Format View Help
Paper Charts can not be imported as Paper Charts Holdings are not being managed on Planning Station.
Holding ALL is replaced with the imported one.
Holding ALRS6 is replaced with the imported one.
Holding Misc Publications is replaced with the imported one.

Manually building your paper holdings

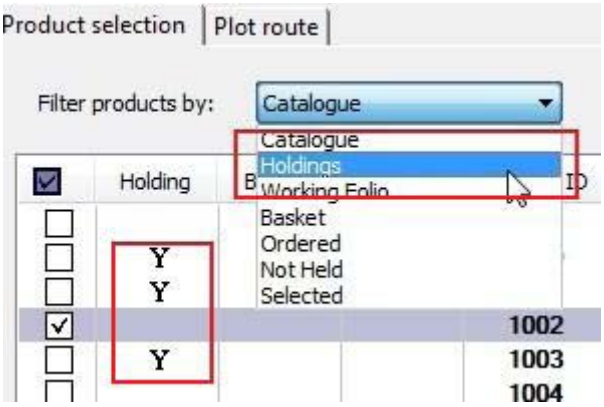
You can manually add items to your paper holdings in e-Navigator by simply making a selection in the Catalogue screen and clicking the button 'Add to holdings'. Display the product type then select an item by ticking the box, clicking the line or clicking selecting on the Graphical Display.


Product selection
Plot route
Filter products by:
Catalogue
Product search:
Search
Clear
Exact Match Only
Holding
Basket
Order
ID
Product type
Title
Scale/Usage
Edition
Supplier
100 Paper Charts Raas Caseyr to Suqutra General 1994-May-06 Admiralty
1000 Paper Charts Approaches to Dakar Baie de Goree Approach 2009-Mar-05 Admiralty
1001 Paper Charts Dakar Port And Roadstead Harbour 2009-Mar-05 Admiralty
1002 Paper Charts Diego Suarez Bay to Adranoaombi Bay Coastal 1912-Nov-27 Admiralty
1003 Paper Charts Approaches to Porto da Beira Approach 2004-Jan-15 Admiralty
1004 Paper Charts Canakkale Bogazi (The Dardanelles) to Marmara Adasi Coastal 1994-Jul-01 Admiralty
1005 Paper Charts Marmara Adasi to Istanbul Bogazi (The Bosporus) Coastal 2010-Sep-30 Admiralty
1006 Paper Charts Ports in Marmara Denizi Sheet of plans 2010-Sep-30 Admiralty
Remove from holdings
Add to holdings
Remove from basket
Add to basket
View basket

To remove a paper item from your holdings, simply make the selection in the Holdings or Catalogue tabs and click the button 'Remove from holdings'

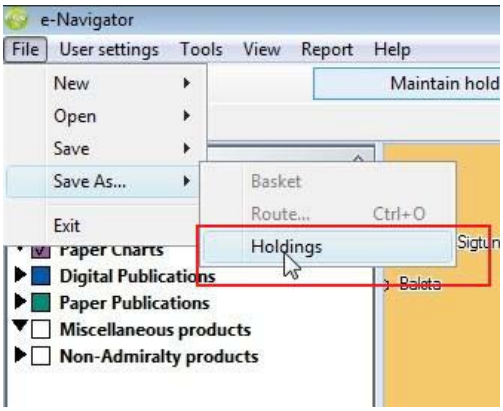

Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Product type
Title
Scale/Usage
Edition o...
Last upd...
Week
Update st...
Edition p...
Latest u...
Produc...
Ba...
Up...
e-Navigat
1000 Paper Charts Approaches to Dakar Approach N/A N/A Not installed 2009-Mar-05 5638/09
1001 Paper Charts Dakar Port And Roadst Harbour N/A N/A Not installed 2009-Mar-05 1505/11
1003 Paper Charts Approaches to Porto da Approach N/A N/A Not installed 2004-Jan-15 4661/10
1005 Paper Charts Marmara Adasi to Istanl Coastal N/A N/A Not installed 2010-Sep-30 3014/11
1006 Paper Charts Ports in Marmara Denizi Sheet of plans N/A N/A Not installed 2010-Sep-30 3014/11
1038 Paper Charts Steno Sifnou to Steno I Coastal N/A N/A Not installed 2010-Nov-11 2550/11
1040 Paper Charts Nisos Ios to Vrachonisic Coastal N/A N/A Not installed 2010-Dec-09
1041 Paper Charts Nisos Naxos to Vrachoi Coastal N/A N/A Not installed 2010-Nov-11 1987/11
1043 Paper Charts Saint Lucia to Grenada Coastal N/A N/A Not installed 2006-Nov-09 2759/11
1034 Paper Charts Approaches to Cayenne Approach N/A N/A Not installed 2002-Dec-05 5959/10
Remove from holdings
Add to working folio
Open 'PCUM'
Sync holdings
Reorder
Get Update

Products that are included in your holdings have a 'Y' in their record in the Catalogue screen. You can filter the catalogue to only view holdings products.

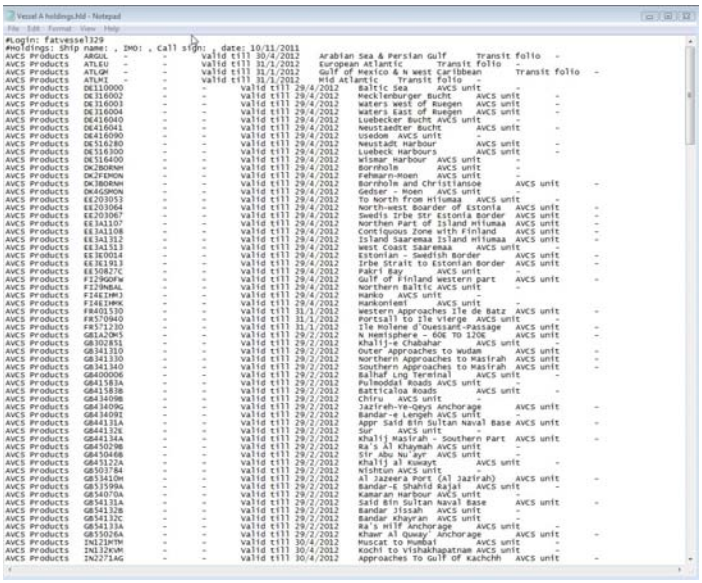


When you have made changes to your on board paper holdings, you should consider performing a 'Check my status' connection so that the changes are made to your record ashore.

It is good housekeeping to hold a backup of important information, so it is recommended that you save a backup copy of your holdings. To do this you simply navigate to the Holdings screen and choose File > Save as > holdings then browse to your preferred save location.

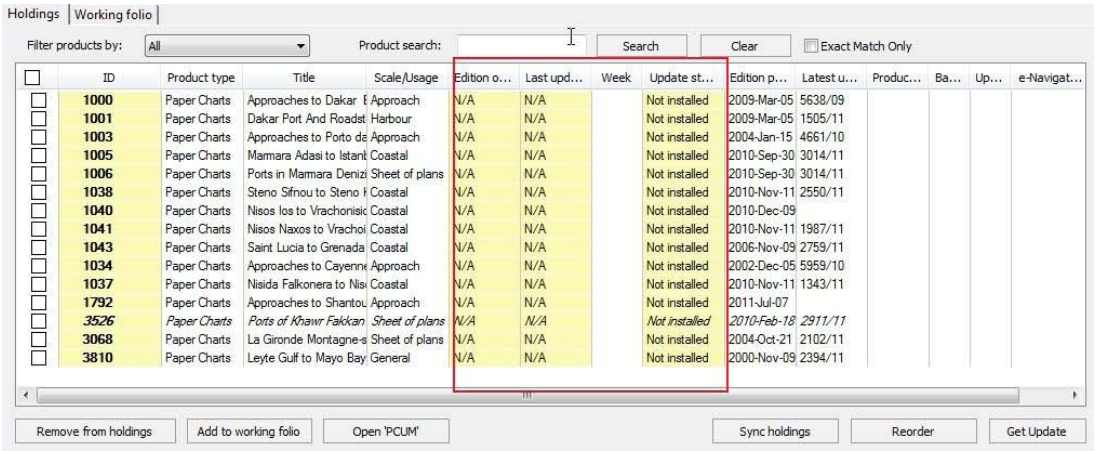


Should you need to re-install and re-activate your Planning Station, you will need this file to rebuild your holdings record. The holdings text file can be viewed in Notepad or Wordpad.

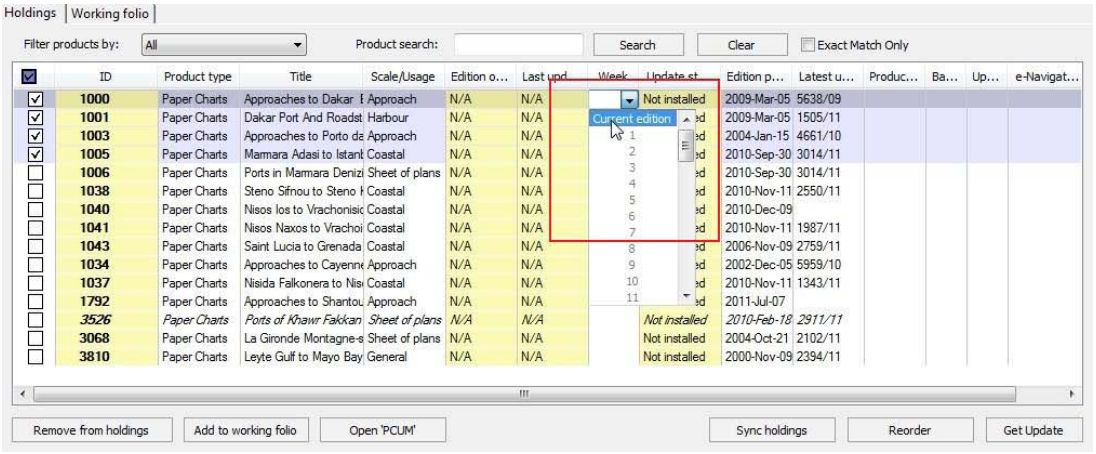


Setting the status of your paper holdings

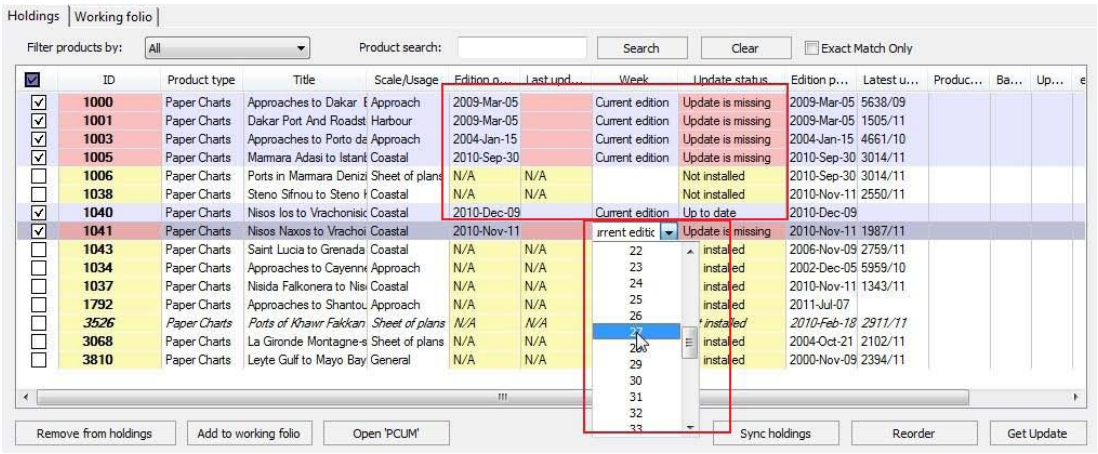
When you first import a paper holdings file, or add new paper products from the catalogue, the update status is set as 'Not installed' by default. The on board status of your products is set to 'N/A'.


Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Product type
Title
Scale/Usage
Edition o...
Last upd...
Week
Update st...
Edition p...
Latest u...
Produc...
Ba...
Up...
e-Navigat...
1000 Paper Charts Approaches to Dakar I Approach N/A N/A Not installed 2009-Mar-05 5638/09
1001 Paper Charts Dakar Port And Roadst Harbour N/A N/A Not installed 2009-Mar-05 1505/11
1003 Paper Charts Approaches to Porto da Approach N/A N/A Not installed 2004-Jan-15 4661/10
1005 Paper Charts Marmara Adasi to Istant Coastal N/A N/A Not installed 2010-Sep-30 3014/11
1006 Paper Charts Ports in Marmara Denizi Sheet of plans N/A N/A Not installed 2010-Sep-30 3014/11
1038 Paper Charts Steno Sifnou to Steno I Coastal N/A N/A Not installed 2010-Nov-11 2550/11
1040 Paper Charts Nisos Ios to Vrachonisic Coastal N/A N/A Not installed 2010-Dec-09
1041 Paper Charts Nisos Naxos to Vrachoi Coastal N/A N/A Not installed 2010-Nov-11 1987/11
1043 Paper Charts Saint Lucia to Grenada Coastal N/A N/A Not installed 2006-Nov-09 2759/11
1034 Paper Charts Approaches to Cayenne Approach N/A N/A Not installed 2002-Dec-05 5959/10
1037 Paper Charts Nisida Falkonera to Nisi Coastal N/A N/A Not installed 2010-Nov-11 1343/11
1792 Paper Charts Approaches to Shantou Approach N/A N/A Not installed 2011-Jul-07
3526 Paper Charts Ports of Khawr Fakkan Sheet of plans N/A N/A Not installed 2010-Feb-18 2911/11
3068 Paper Charts La Gironde Montagne-s Sheet of plans N/A N/A Not installed 2004-Oct-21 2102/11
3810 Paper Charts Leyte Gulf to Mayo Bay General N/A N/A Not installed 2000-Nov-09 2394/11
Remove from holdings
Add to working folio
Open 'PCUM'
Sync holdings
Reorder
Get Update

If you have the latest edition on board, as indicated by the 'Edition published' column, you can set the update status accordingly. With those products selected, right-click the week column and choose 'Current edition' from the drop down choice. At this point, all other options are not available.



The 'Edition on board' column will be filled with the current edition detail. The 'Update status' will show as 'Update is missing', unless there are no updates applied to the latest edition – in which case it will show as 'Up to date'.


Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
Update status
1000 Paper Charts Approaches to Dakar I Approach 2009-Mar-05 Current edition Update is missing 2009-Mar-05 5638/09
1001 Paper Charts Dakar Port And Roadst Harbour 2009-Mar-05 Current edition Update is missing 2009-Mar-05 1505/11
1003 Paper Charts Approaches to Porto da Approach 2004-Jan-15 Current edition Update is missing 2004-Jan-15 4661/10
1005 Paper Charts Marmara Adasi to Istant Coastal 2010-Sep-30 Current edition Update is missing 2010-Sep-30 3014/11
1006 Paper Charts Ports in Marmara Denizi Sheet of plans N/A N/A Not installed 2010-Sep-30 3014/11
1038 Paper Charts Steno Sifnou to Steno I Coastal N/A N/A Not installed 2010-Nov-11 2550/11
1040 Paper Charts Nisos Ios to Vrachonisic Coastal 2010-Dec-09 Current edition Up to date 2010-Dec-09
1041 Paper Charts Nisos Naxos to Vrachoi Coastal 2010-Nov-11 Update is missing 2010-Nov-11 1987/11
22
23
24
25
26
27
28
29
30
31
32
33
Remove from holdings
Add to working folio
Open 'PCUM'
Sync holdings
Reorder
Get Update

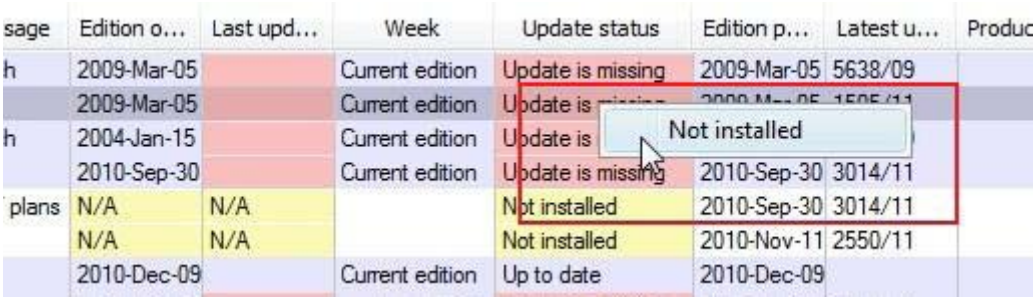
Next, you right-click the 'Week' column again and confirm the most recent week of corrections that have been applied. The update status will be refreshed according to a comparison between the confirmed week and the latest catalogue installed.

Resetting the status of your paper holdings – rollback

Once you have confirmed that a product has been updated to a particular week, it is not possible to then reset it to an earlier week.

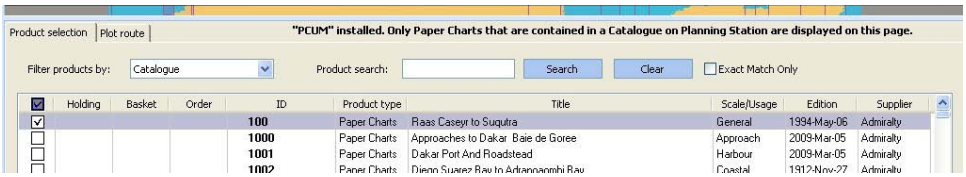
N.B. If you choose a week number after the week date of the current catalogue, Planning Station assumes that this is that week in the previous year. It is therefore important to always work with the most recent catalogue version available, and certainly not older than the paper corrections that you have on board.

The update status can be removed entirely by right-clicking the 'Update status' column and selecting 'Not installed'. The above process can then be repeated as desired.

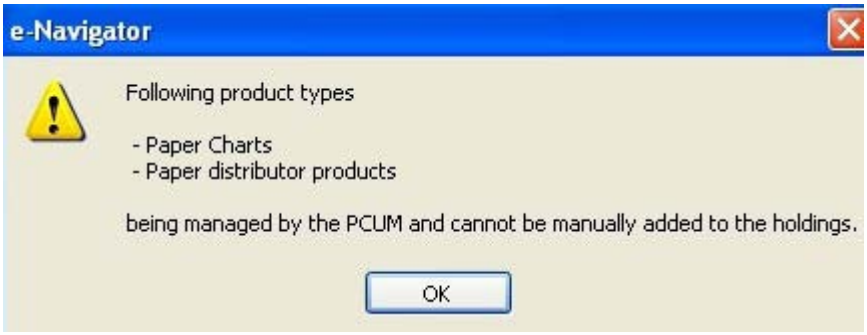


Paper chart holdings when PCUM is installed

If your Planning Station is authenticated with a Paper Chart Updating Module your paper charts are managed within the external module, not Planning Station. A message on the catalogue screen Tabular Display informs the user that the paper chart catalogue that is displayed in Planning Station is the latest one sent from e-Navigator. This may not match the catalogue that you are using to maintain your charts in the PCUM.

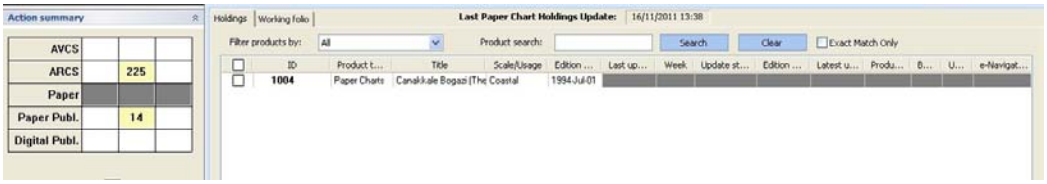


The ability to add to and remove charts from the holdings is controlled within the PCUM and is therefore disabled in Planning Station.


e-Navigator
Following product types
- Paper Charts
- Paper distributor products
being managed by the PCUM and cannot be manually added to the holdings.
OK

Setting paper charts status with PCUM installed

If your Planning Station is authenticated with a Paper Chart Updating Module your paper charts are managed within the external module, not Planning Station. The holdings record is maintained in Planning Station and is synchronised as you work in your PCUM. However, the update status is removed from Planning Station because the exterior Updating Module is the master record.



So that you have a more complete overview of your holdings status, the time that the last change was made to paper holdings in PCUM is displayed in Planning Station's Maintain Holdings screen.

Holdings audit report with PCUM installed

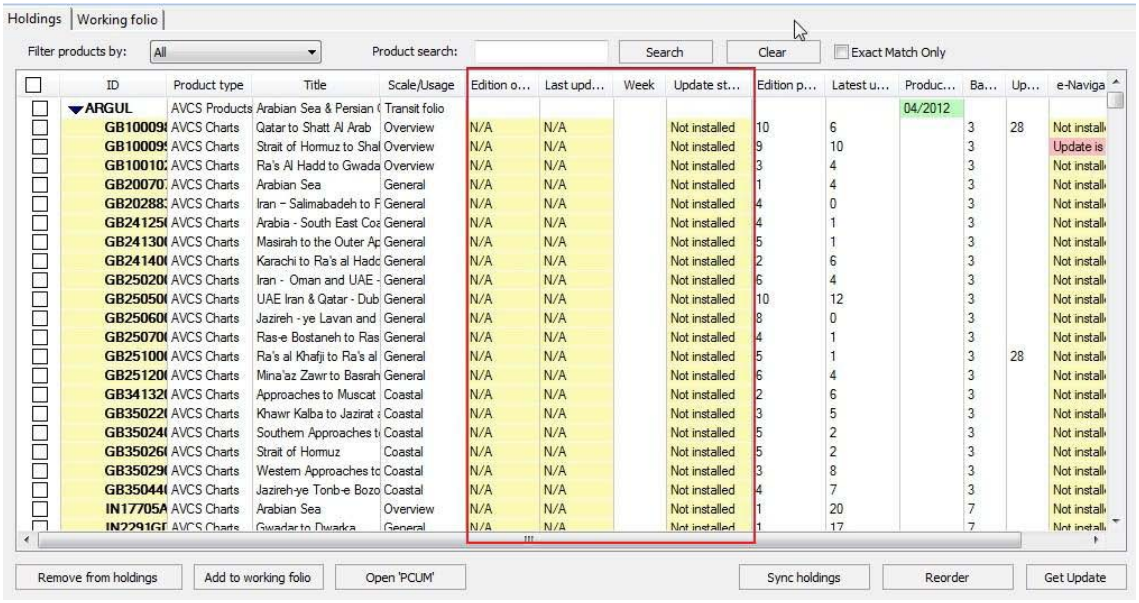
If your Planning Station is authenticated with a Paper Chart Updating Module your paper charts are managed within the external module, not Planning Station. The Holdings Audit Report will not include paper charts.

Paper charts status is obtained from your PCUM.

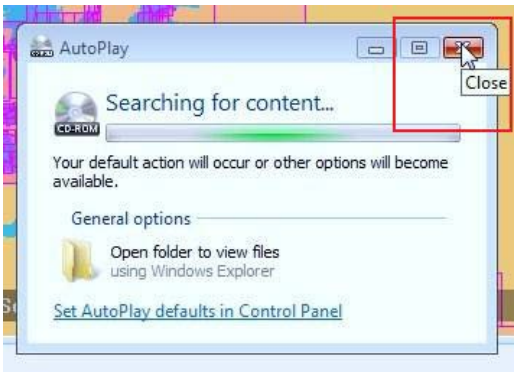
Managing your digital holdings

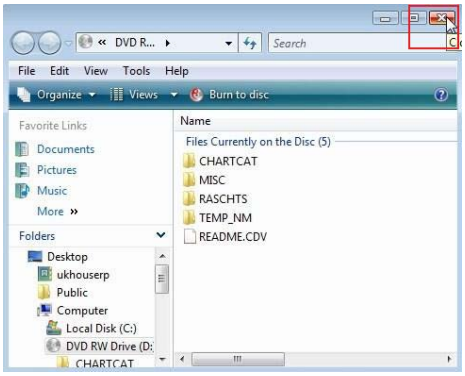
The digital chart holdings record is automatically built from the ARCS and AVCS permits delivered to the vessel from e-Navigator. The first record is automatically built when you activate Planning Station and is then updated every time you receive a communication from the e-Navigator server (the ADSReply.ads file). These communications could be the scheduled weekly update, a reply to an order or a request for an update to catalogues and/or data.

When you first add a digital product to your holdings the 'Update status' is set to 'Not installed' and the 'on board' columns show 'N/A'.

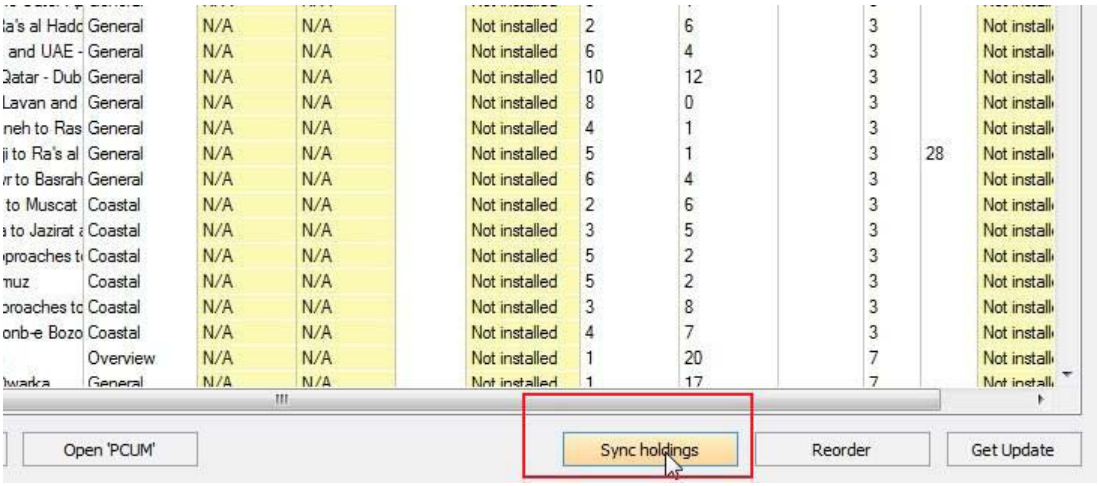


To set the Planning Station record to correctly reflect the status of your navigational ECDIS you simply show Planning Station exactly the same data that you have installed on your ECDIS. Having extracted your permits from Planning Station you will load them with data into your ECDIS. Then insert the same data media into your Planning Station drive – usually by CD. Cancel the 'autorun' function and close the explorer window as they are not needed.





Next, click the 'Sync Holdings' button on the Holdings tab.

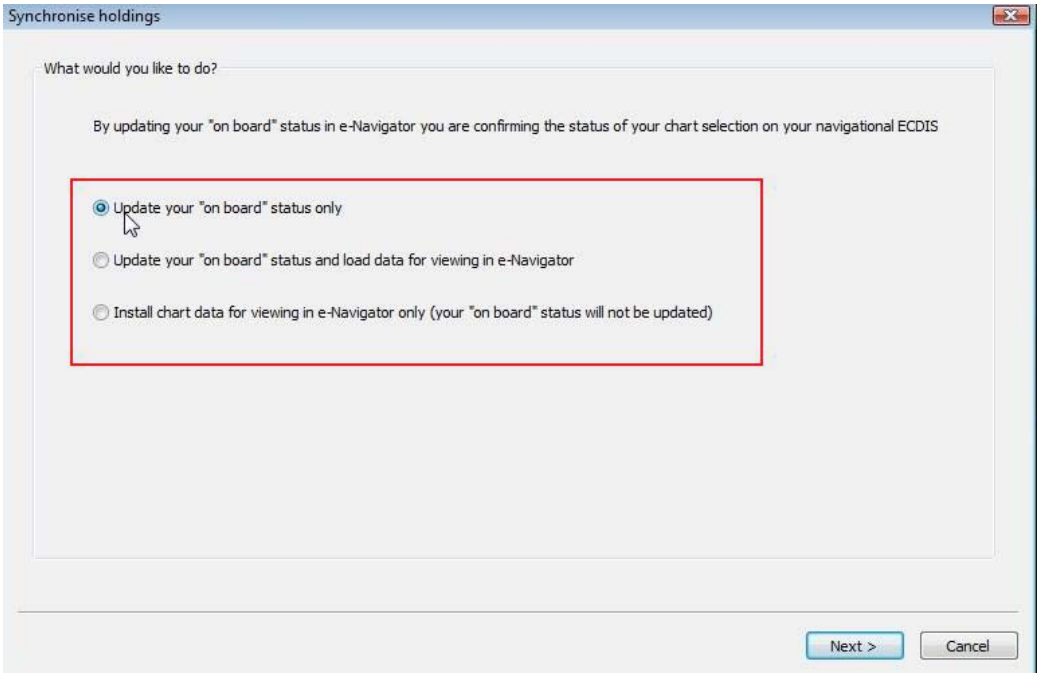


A wizard will be displayed. Choose the option that you require:

Option 1 will update the Planning Station record to record the status of your ECDIS but will not load any data from the disk. This is very quick as it avoids lengthy data conversion and loading. However, if you are intending to view the Admiralty Information Overlay or up to date chart data, this will not update your e-Navigator viewing capability.

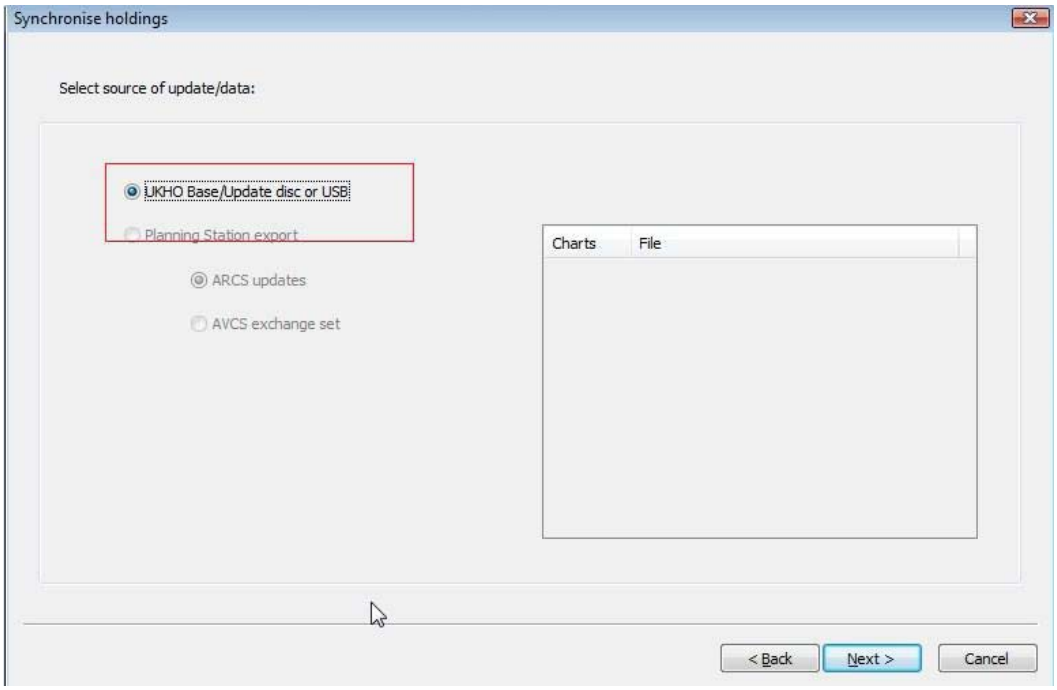
Option 2 is the default option, and the recommended action. This will allow you to load the same data for viewing in Planning Station that you have on your ECDIS and update the record to match your ECDIS status.

Option 3 allows you to load data into Planning Station without making any changes to your ECDIS status. For example, you can now view the most recent data and AIO even though it may not be possible to load into your ECDIS yet.

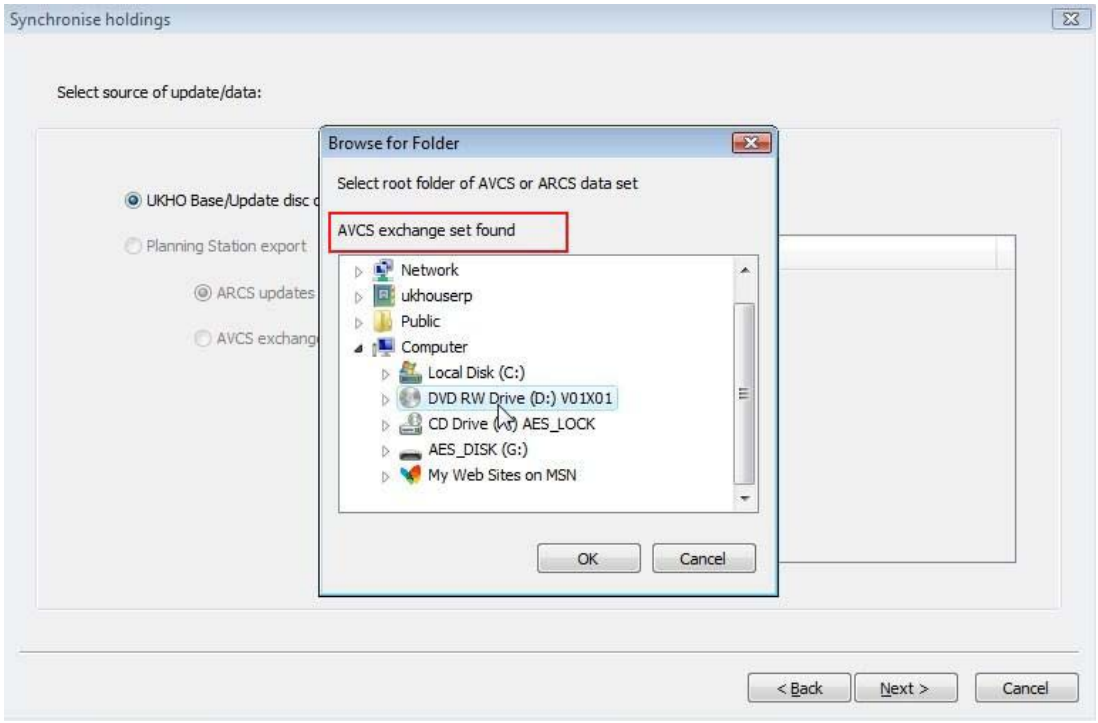

Synchronise holdings
What would you like to do?
By updating your "on board" status in e-Navigator you are confirming the status of your chart selection on your navigational ECDIS
Update your "on board" status only
Update your "on board" status and load data for viewing in e-Navigator
Install chart data for viewing in e-Navigator only (your "on board" status will not be updated)
Next >
Cancel

Installing and viewing AVCS, ARCS and AIO data is described in the section 'Installing and viewing AVCS / ARCS / AIO'.

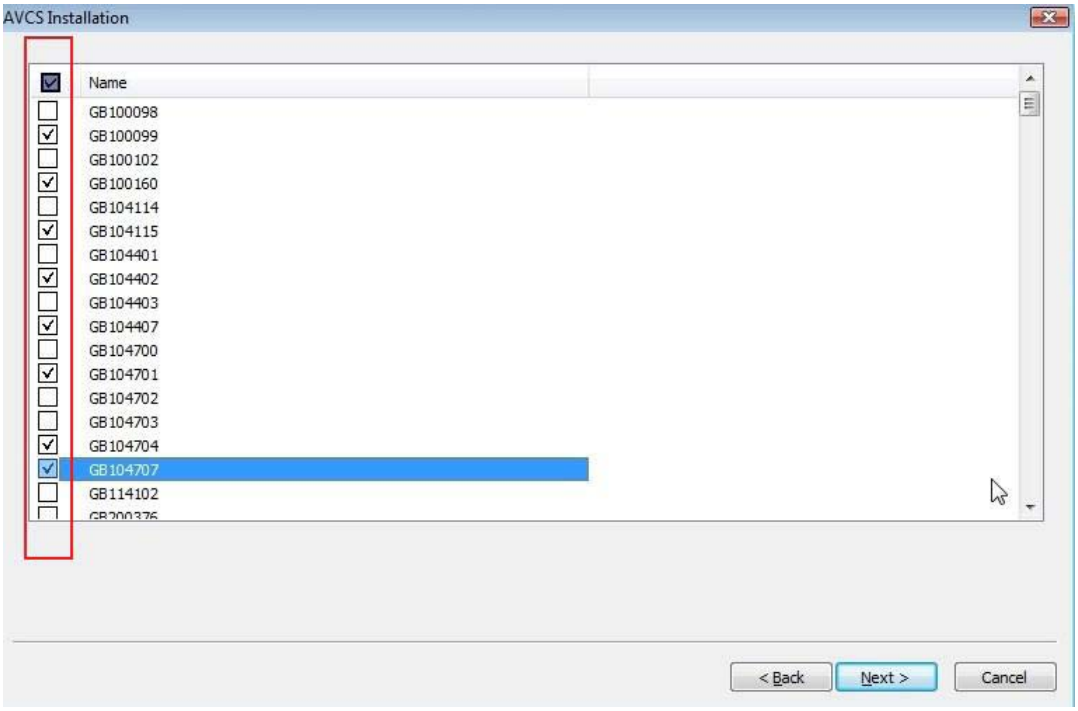
To continue to update the status only, click 'Next'. You then have the option to read from an Admiralty base or update disk, or to use an exchange set previously exported from Planning Station (as a result of a data download).



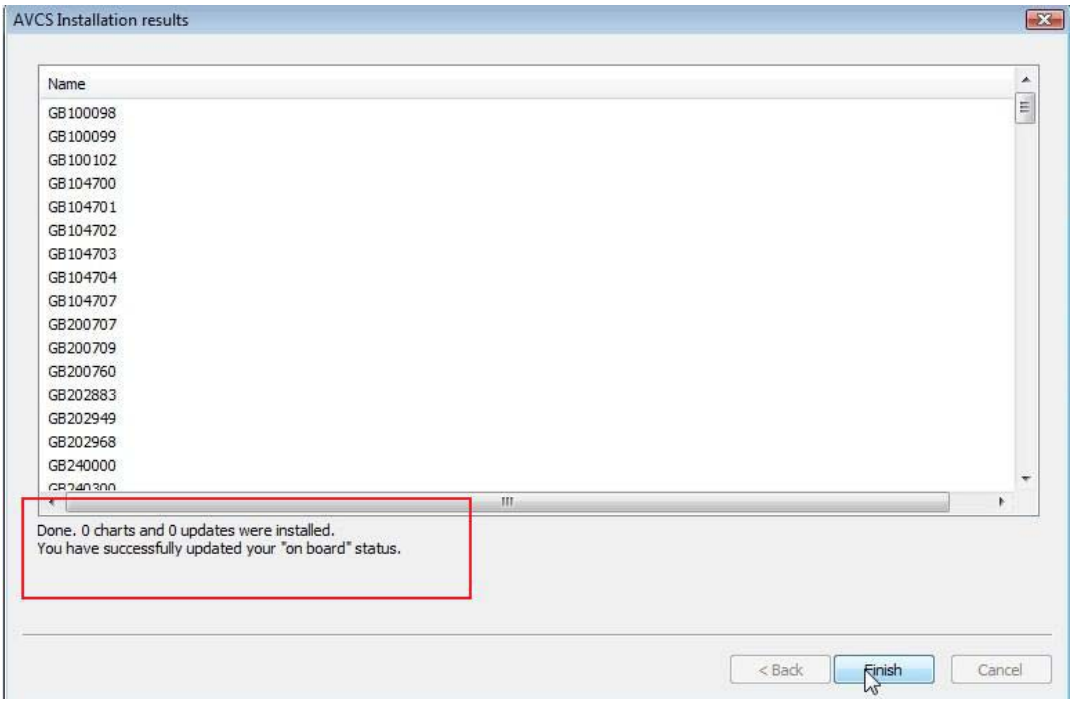
Click 'Next' and browse for the data source. The dialogue indicated when a valid exchange set is found.



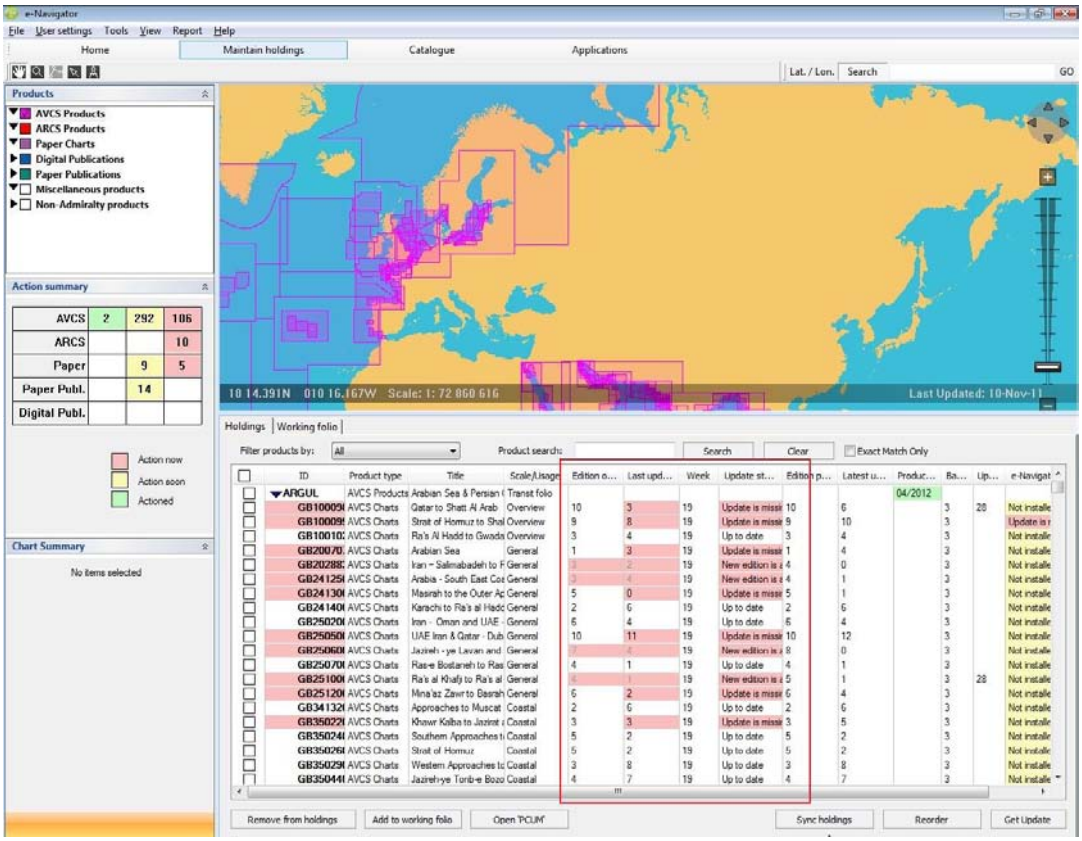
The next screen lists all of the charts or cells that are on the disk, which you have permits to view. You can select them all, or any selection, by ticking the boxes (to select a group at once, click the top item in the selection, hold 'shift', scroll and click on the bottom item of the group. The whole group will be selected).



Click 'Next' and your "on board" ECDIS record is updated. The screen confirms the action and that no data has been installed.



When you click 'Finish' the wizard is closed, and your "on board" status is refreshed.


e-Navigator
File User settings Tools View Report Help
Home
Maintain holdings
Catalogue
Applications
Lat. / Lon.
Search
GO
Products
AVCS Products
ARCS Products
Paper Charts
Digital Publications
Paper Publications
Miscellaneous products
Non-Admiralty products
Action summary
AVCS 2 292 106
ARCS 10
Paper 9 5
Paper Publ. 14
Digital Publ.
Action now
Action soon
Actioned
Chart Summary
No items selected
10 14.391N 010 16.167W Scale: 1: 72 860 616
Last Updated: 10-Nov-11
Holdings
Working folio
Filter products by:
All
Product search:
Search
Clear
Exact Match Only
ID
Product type
Title
Scale/Usage
Edition o...
Last upd...
Week
Update st...
Edition p...
Latest u...
Produc...
Ba...
Up...
e-Navigat
04/2012
ARGUL AVCS Products Arabian Sea & Persian (Transit folio
GB10009(AVCS Charts Qatar to Shatt Al Arab Overview 10 3 19 Update is missi 10 6 3 28 Not installe
GB10009(AVCS Charts Strait of Hormuz to Shal Overview 9 8 19 Update is missi 9 10 3 Update is r
GB10010(AVCS Charts Ra's Al Hadd to Gwada Overview 3 4 19 Up to date 3 4 3 Not installe
GB20070(AVCS Charts Arabian Sea General 1 3 19 Update is missi 1 4 3 Not installe
GB20288(AVCS Charts Iran – Salimabadeh to F General 3 2 19 New edition is a 4 0 3 Not installe
GB24125(AVCS Charts Arabia - South East Coa General 3 4 19 New edition is a 4 1 3 Not installe
GB24130(AVCS Charts Masirah to the Outer Ap General 5 0 19 Update is missi 5 1 3 Not installe
GB24140(AVCS Charts Karachi to Ra's al Hadd General 2 6 19 Up to date 2 6 3 Not installe
GB25020(AVCS Charts Iran - Oman and UAE - General 6 4 19 Up to date 6 4 3 Not installe
GB25050(AVCS Charts UAE Iran & Qatar - Dub General 10 11 19 Update is missi 10 12 3 Not installe
GB25060(AVCS Charts Jazireh - ye Lavan and General 7 4 19 New edition is a 8 0 3 Not installe
GB25070(AVCS Charts Ras-e Bostaneh to Ras General 4 1 19 Up to date 4 1 3 Not installe
GB25100(AVCS Charts Ra's al Khafji to Ra's al General 4 1 19 New edition is a 5 1 3 28 Not installe
GB25120(AVCS Charts Mina'az Zawr to Basrah General 6 2 19 Update is missi 6 4 3 Not installe
GB34132(AVCS Charts Approaches to Muscat Coastal 2 6 19 Up to date 2 6 3 Not installe
GB35022(AVCS Charts Khawr Kalba to Jazirat Coastal 3 3 19 Update is missi 3 5 3 Not installe
GB35024(AVCS Charts Southern Approaches t Coastal 5 2 19 Up to date 5 2 3 Not installe
GB35026(AVCS Charts Strait of Hormuz Coastal 5 2 19 Up to date 5 2 3 Not installe
GB35029(AVCS Charts Western Approaches to Coastal 3 8 19 Up to date 3 8 3 Not installe
GB35044(AVCS Charts Jazireh-ye Tonb-e Bozo Coastal 4 7 19 Up to date 4 7 3 Not installe
Remove from holdings
Add to working folio
Open 'PCUM'
Sync holdings
Reorder
Get Update

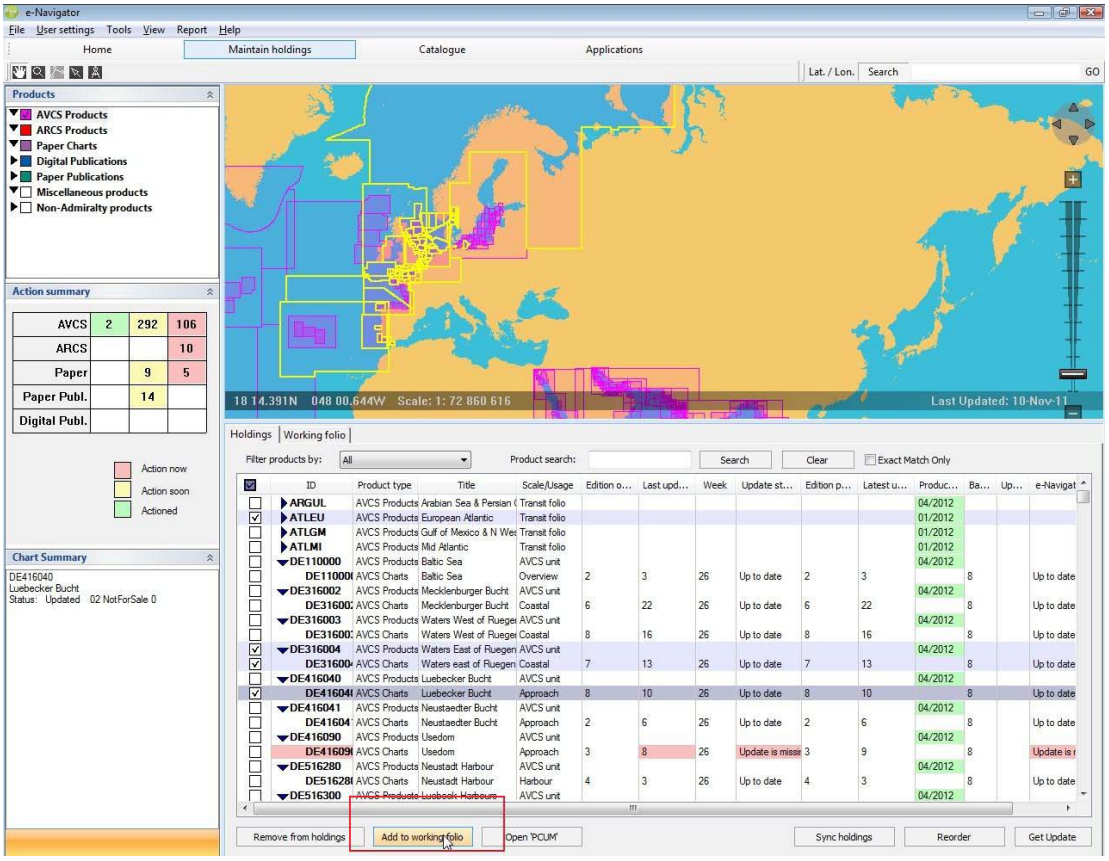
Working Folio

The Working Folio allows you to define a selection from all the products in your holdings. For instance, this may be the products that you are using for the current passage, or those in a particular area. If you have requested to automatically receive digital data updates in the Weekly Update, they are only sent for products that are included in the list of items in your Working Folio that is recorded on the e-Navigator server ashore. Contact your Admiralty Chart Agent if you wish to automatically receive weekly data updates.

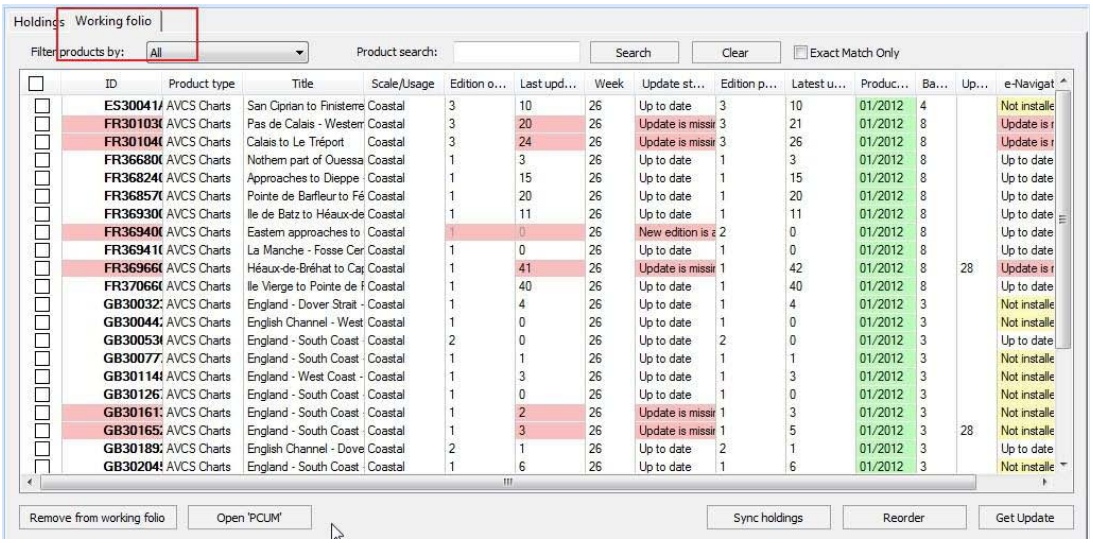
Please note: **You can only be sent the correct weekly data updates if the e-Navigator server has the most recent version of your Working Folio. This is updated whenever you send a request to the server e.g. 'Check My Status', sending an order or 'Get Update'.**

Managing your Working Folio

In the Maintain Holdings screen, select the Holdings tab. Click to select appropriate product types from the 'Product Selection Panel'. Select the products in the Tabular or Graphical Displays that you would like to include in the Working Folio and click the 'Add to Working Folio' button.



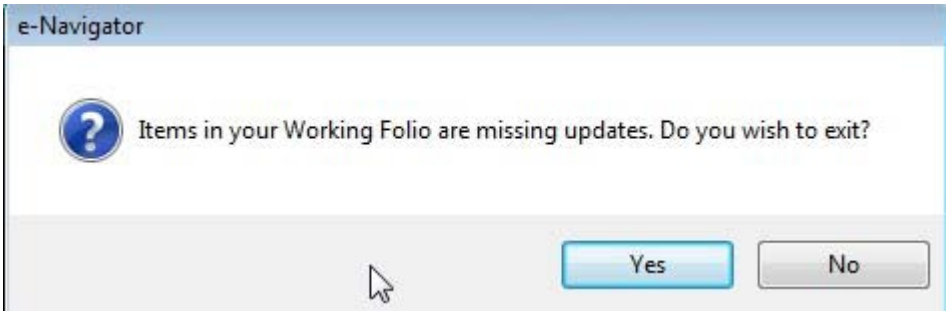
Click on the tab 'Working Folio' to view.



You can 'Sync Holdings', 'Reorder' products or permits and 'Get Update' from the Working Folio tab as well as Holdings tab.

To remove products from your Working Folio, select the appropriate items and click the button 'Remove from Working Folio'.

If the status of a product is Amber or Red, action may need to be considered (see the section Action Summary). If an update has not been ordered, a reminder prompt will appear when you exit the Holdings tab. Click 'Yes' to continue without requesting updates.



Having made changes to your Working Folio, you need to perform a 'Check My Status', 'Get Update' request or place an order so that the e-Navigator server can automatically send updates for the items in the folio. Automatic weekly data updates are only sent if your licence record permissions allow this to happen. Your Admiralty Chart Agent or Shipping Company control those permissions in e-Navigator ashore. You cannot set to automatically receive update data by mistake.

If you want to request a download of updated chart/cell data you use the 'Get Update' button in the Holdings or Working Folio tabs and follow the process described in the section 'Ordering products'.

Updating digital products

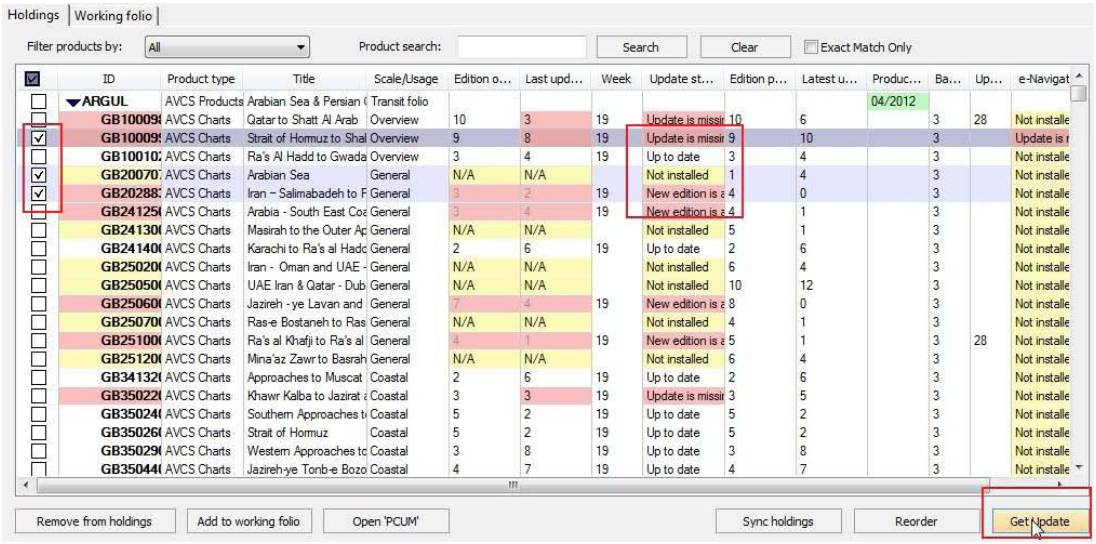
As well as receiving updates by CD to charts and cells that you hold on board, it is possible to download updates through e-Navigator. As described above, chart and cell updates may be automatically sent to you according to the way that your vessel has been set and the communications settings applied. Alternatively, you may request updates when required.

Please note: **Maximum download file sizes and permissions set up in your vessel record ashore may prevent delivery of requested downloads. If the requested file size exceeds pre-defined limits the reply file will contain a message to say that the file size is too large to send.**

If you have requested too much data for your permission settings, you should cancel the order, and resubmit a smaller request. Alternatively, you can request that your Admiralty Chart Agent or Shipping Company to increases the limit before you resubmit your request.

Requesting chart / cell updates

Create an order for update data by selecting charts or cells in the Holdings screen and clicking the 'Get update' button.



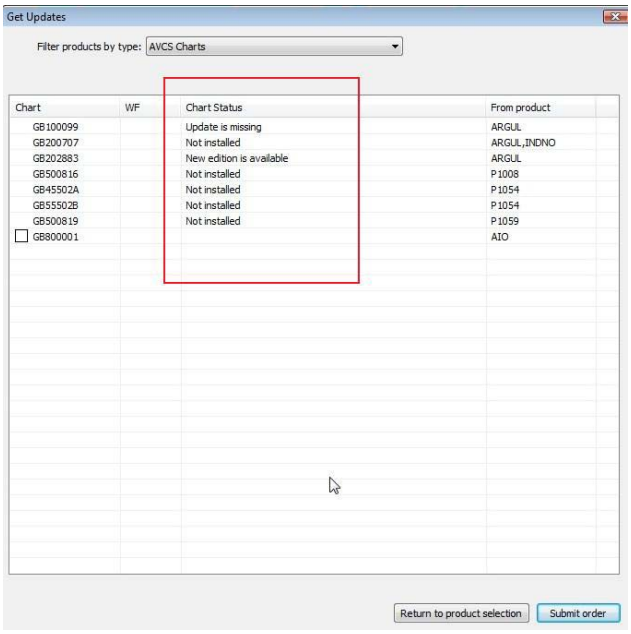
The data that is requested depends on the status of the chart or cell:

'Update is missing' will request all missing updates i.e. the difference between the 'Last update on board' and the 'Latest update published'.

'New Edition available' will request the base and update data for the latest 'Edition published'.

'Not installed' will request the base and update data for the latest 'Edition published'.

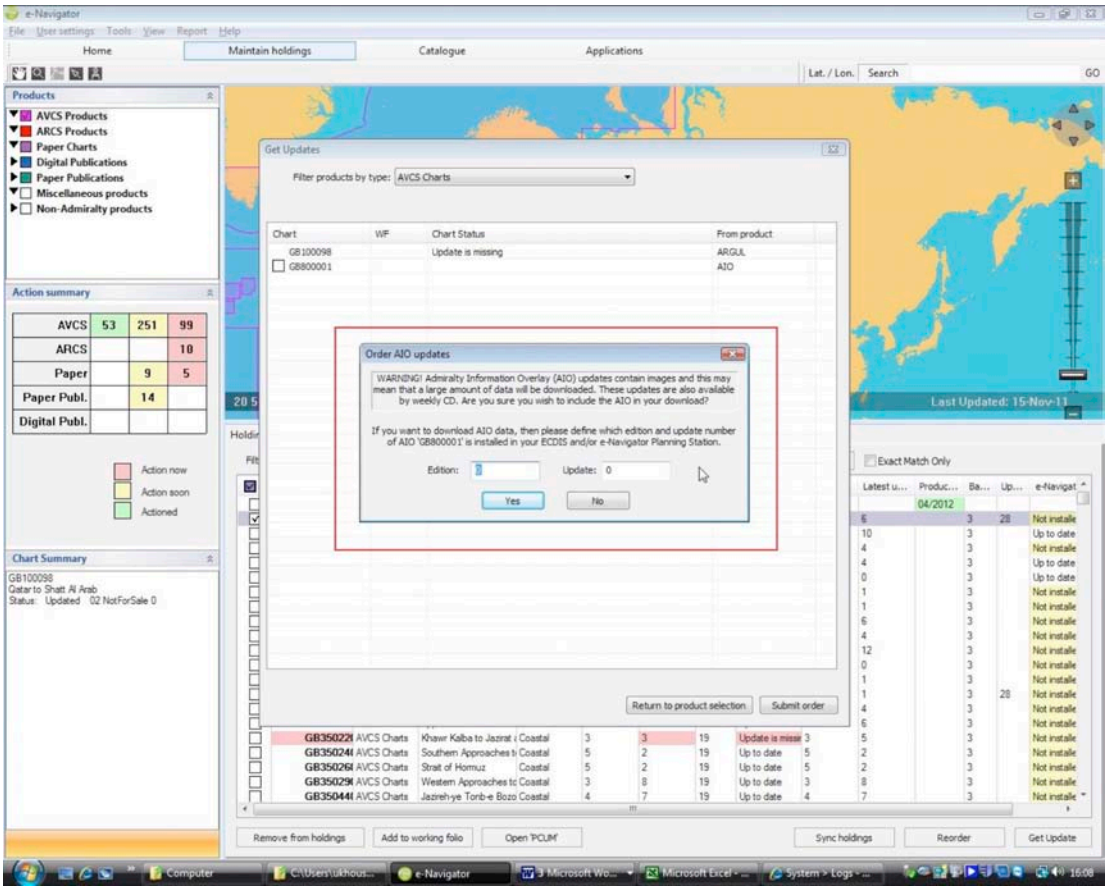
Updates cannot be requested for charts or cells that have an 'on board' status of 'Up to date' because you should already have the data on board.



Requesting updates for Admiralty Information Overlay (AIO)

Because the AIO does not appear in the Holdings record, and due to its file size, there are additional controls to downloading updates from Planning Station.

When an AVCS update is requested, an update can also be requested for the AIO. The AIO is displayed by default as cell GB80000I, but is unselected. Updates for AIO are not downloaded unless you tick the box, which then launches a dialogue box asking for the most recent edition and update installed in Planning Station. This information is given on your most recent Admiralty Information Overlay CD received and loaded on board. Entering the correct Edition number and Update number informs the e-Navigator server which updates are missing, and therefore reduces the data download to a minimum.



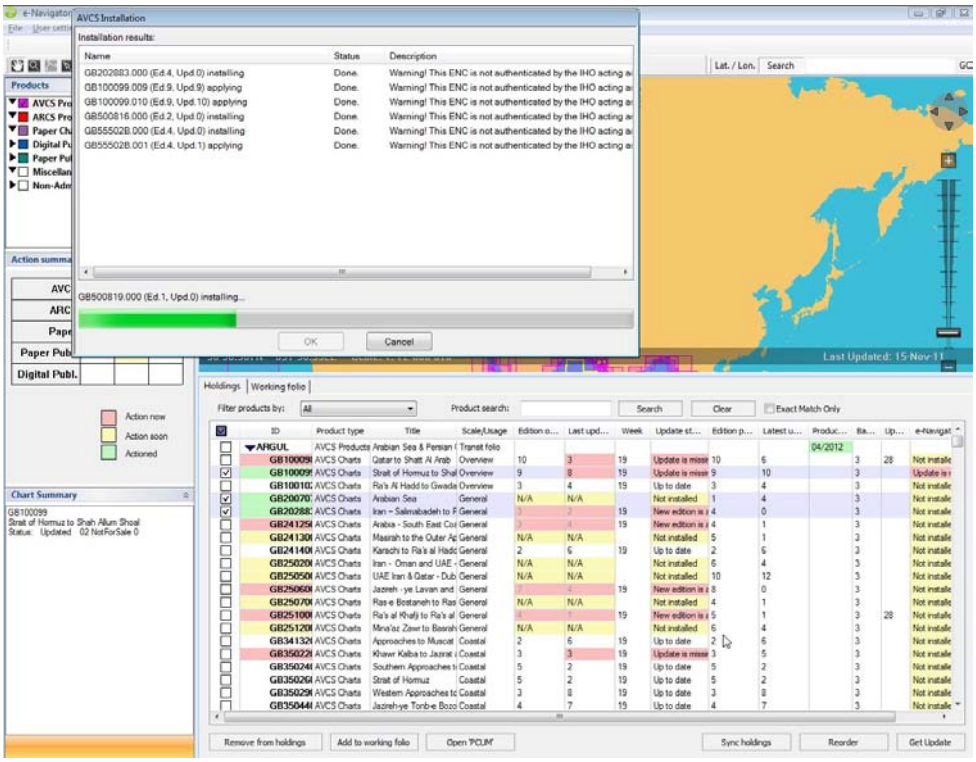
This dialogue warns that proceeding with the order can result in a large amount of data being downloaded. The weekly update is normally less than 1MB in size but you may have several weeks' data missing. A New Edition base re-issue occurs at about 6 monthly intervals, which consolidates all update data to a single file that may be over 100MB, but that will exceed the maximum file download limits in the e-Navigator service and an error message will be sent to your vessel. Because the whole order will fail, you will need to re-order any AVCS cell updates by cancelling the original order and resubmitting without the AIO. See the section 'Ordering products.'

You will be notified in advance of the issue of an AIO New Edition.

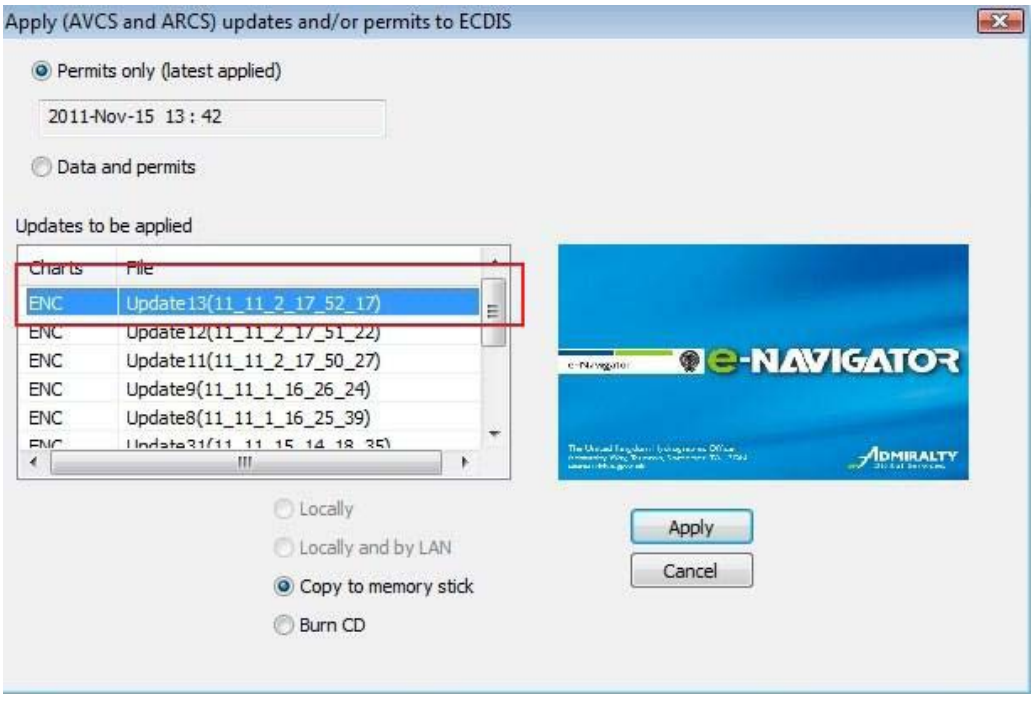
Receiving requested update data

Once you have confirmed the request, an order is created for the missing data, which you will send by your preferred method: Removable drive, Email or HTTPs.

When you upload the reply file the data will be loaded into Planning Station automatically, if configured to display data.



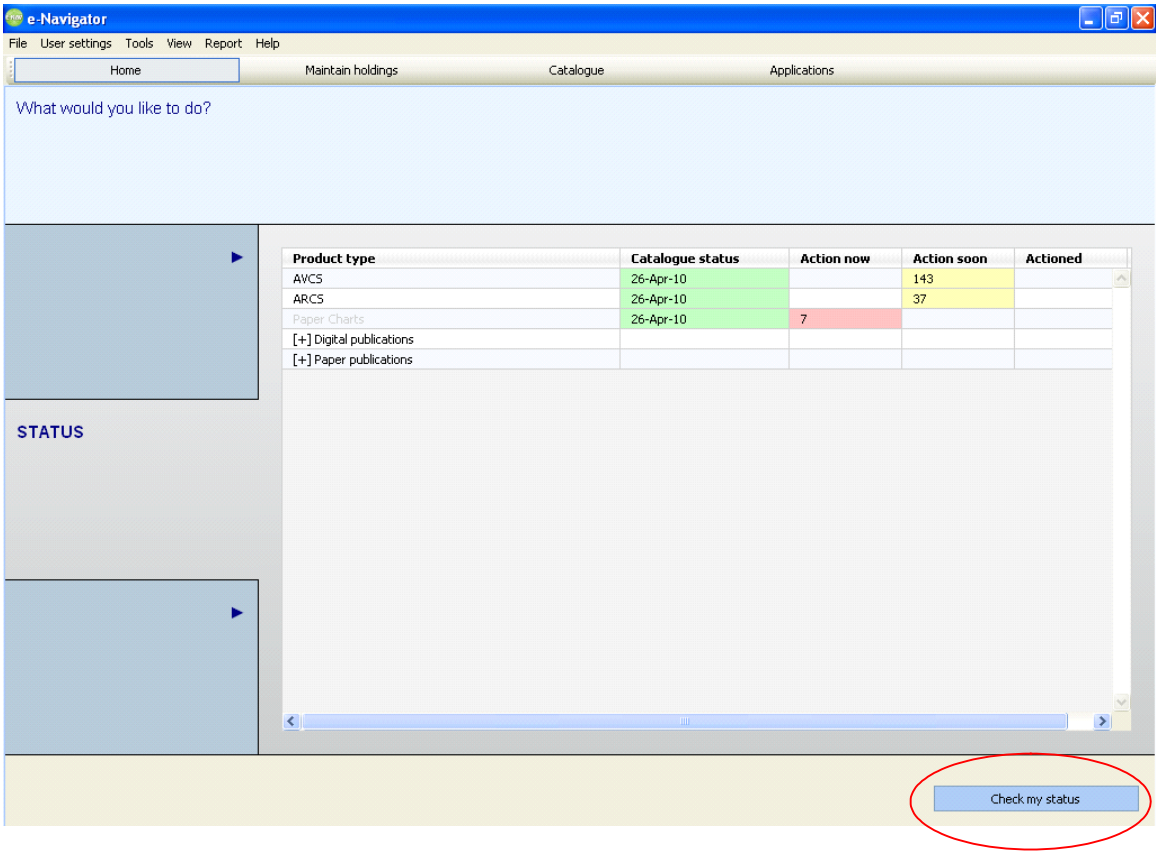
When the loading is complete, click 'OK' and the Holdings 'e-Navigator status' will refresh. A pop up window will be launched which prompts you to save the data exchange set and new permits for your ECDIS.



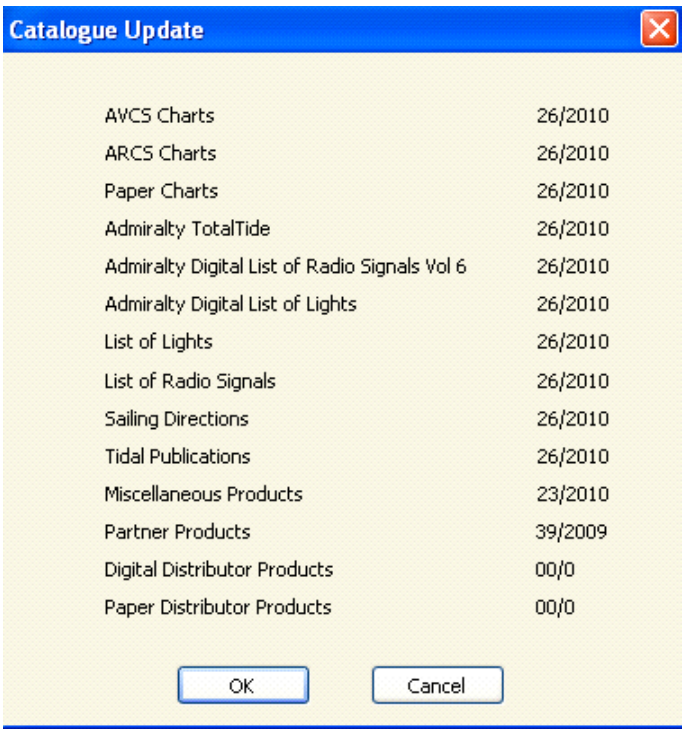
If you wish to transfer the data to your ECDIS later, you should click 'cancel'. The same dialogue to save the exchange set can be found by clicking Tools > ECDIS permits/updates from the top menu. A description of how to apply data exchange sets to your ECDIS is contained in the section 'Planning Station and your ECDIS'

Updating the Catalogue

To update the catalogue click the 'Check my Status' button located at the bottom right of the 'Home' screen. This allows requests to be sent to the e-Navigator server to check if the catalogues used in Planning Station are the latest available and if they are not, it will send back the required updates.



The 'Check my status' button prompts a pop up box which outlines the catalogues to be updated. If you would like to update your catalogues click 'OK'.

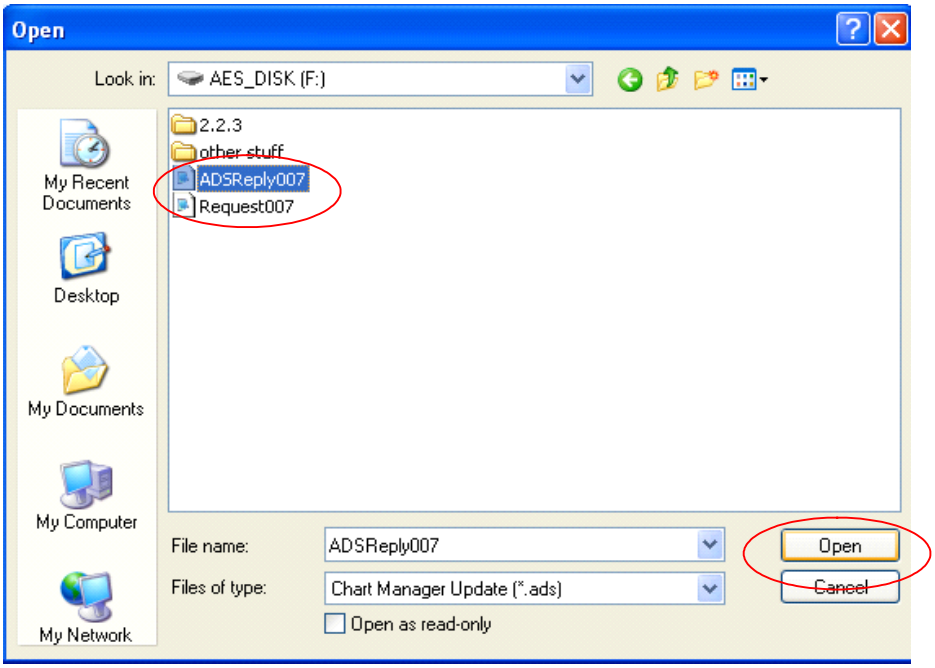


Update Catalogue by HTTPs: When Planning Station is operated in HTTPs the 'Check my status' button will transmit a request, receive any updates directly and automatically apply them.

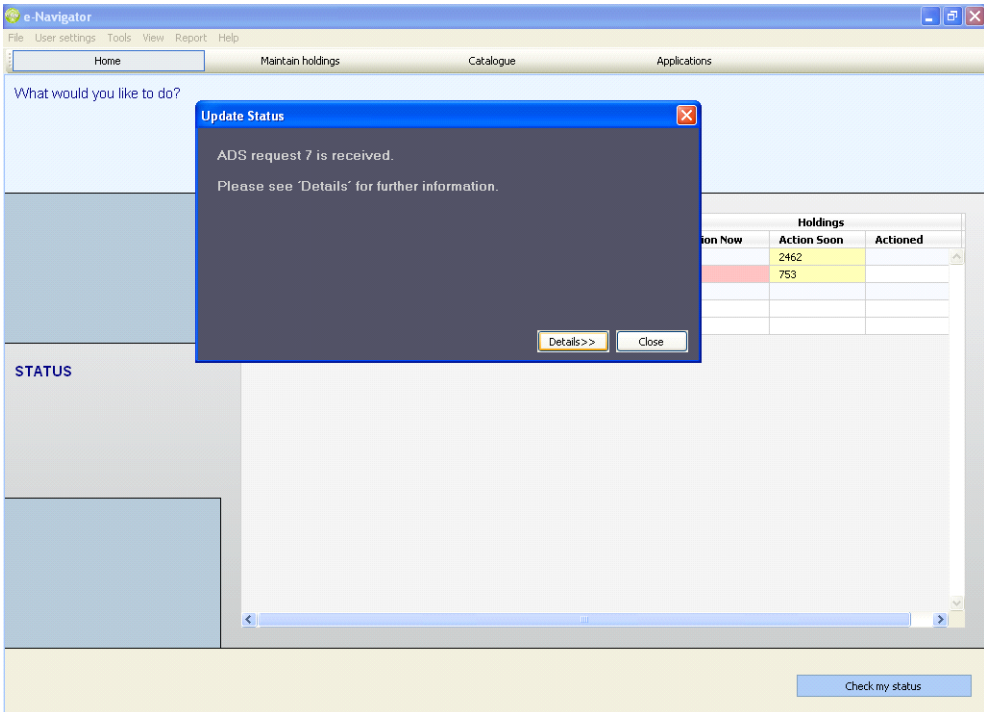
Update Catalogue by email: When Planning Station is operated in email mode it will automatically send email to the e-Navigator server. Using the 'Check my status' button will email an ad hoc request to the e-Navigator server. A reply from the server to the email account on the Planning Station computer will automatically update the catalogue.

Update Catalogue by removable drive: When Planning Station is operated in removable drive mode using the 'Check my status' 'OK' button a request file will automatically be saved to the removable drive. Note the Request Number, then transfer the removable drive to the communications computer and follow the instructions in the MailInfo.txt file to email the request to the e-Navigator server. You will receive a reply to your email from the e-Navigator server with a new .ads reply file attached. Save the file to the removable drive and insert it into the computer where Planning Station is installed.

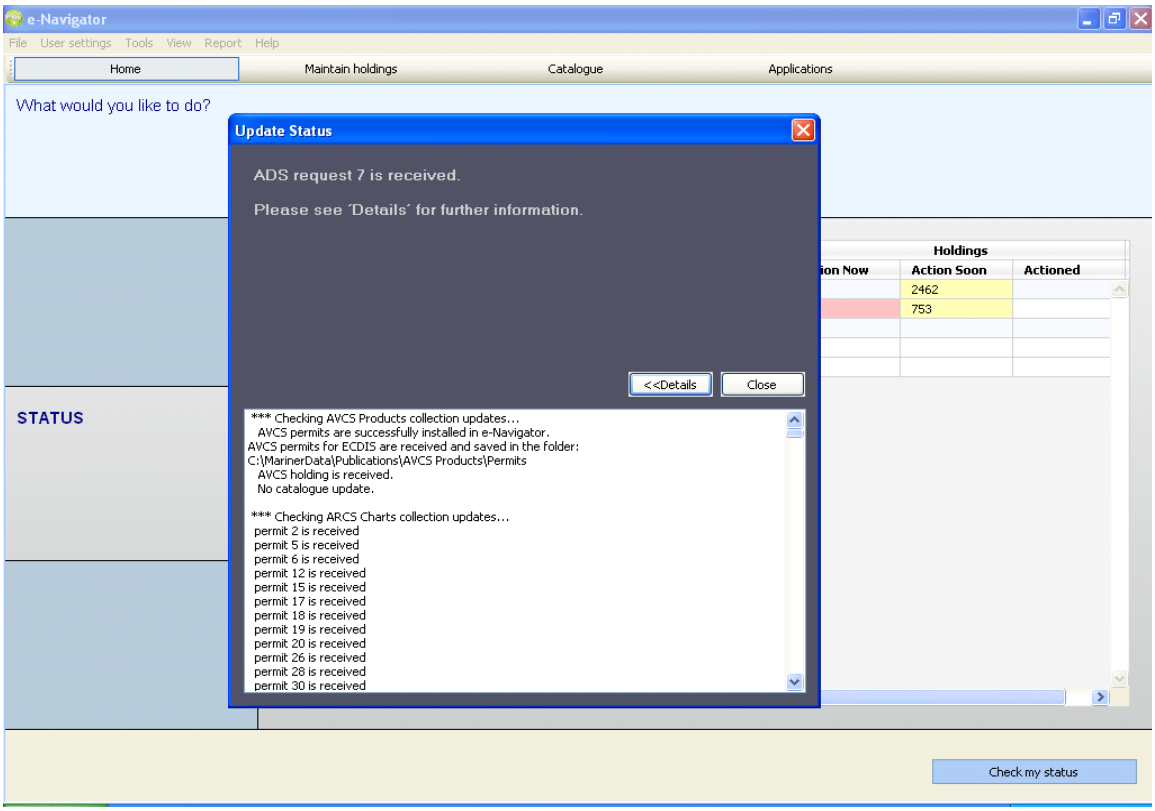
Select 'Tools' from the main menu bar and 'Apply Update' from the drop down list. Select the appropriate file:



Whichever communication method is used the same pop up will appear which confirms that the catalogues have been updated.



To view the details you can expand the details tab as shown in the below screen shot.



The weekly update

e-Navigator and the weekly update

In the interests of safety, it is important that your Admiralty products are kept up to date in line with when they are available. The weekly update cycle at the UKHO occurs on a Thursday.

Broadband Vessel

Typically if you are a broadband vessel you may choose to do a 'Check My status' each week on a Thursday to pull down your latest permits and then request updates for those charts you are missing updates for or have new editions.

Dial Up Vessel

Typically if you are a dial up vessel you would check your emails on a Thursday and apply your weekly update files to Planning Station. You can use the 'Get Update' tool to order those product updates for the products you are navigating on soon . You could then use the weekly update CDs to update your remaining holdings. You may wish to keep a folder on your PC with all your weekly update files stored so you can refer to them if necessary.

Your updating options are as follows:

- Update using update CDs; AVCS, ARCS and AIO
- Update using a weekly update email from the UKHO for ARCS and AVCS
- Update by downloading the weekly update via 'Check My Status'

This section will describe how to update Planning Station using the weekly update email. As a Planning Station user within your subscription options you have the option to be sent the weekly update files automatically. For more information on your subscription options please see section Subscription Settings

The weekly update is handled differently depending on the communication method you are using. This section describes how to complete the weekly update using removable drive, connected email and HTTPS. For more information on communication methods, please see section Communication Set Up'

There are several types of ARCS and AVCS weekly update that you can receive from e-Navigator:

- Weekly catalogue file
- Weekly catalogue file and updated permits
- Weekly catalogue file, updated permits and updated product data for products in the working folio
- Weekly catalogue file, updated permits, updated product data for products in the working folio including new charts.

Your can amend some of these settings in Subscription Settings or talk to your Distributor about the type of data you wish to receive on a weekly basis.

Performing the weekly update using removable drive

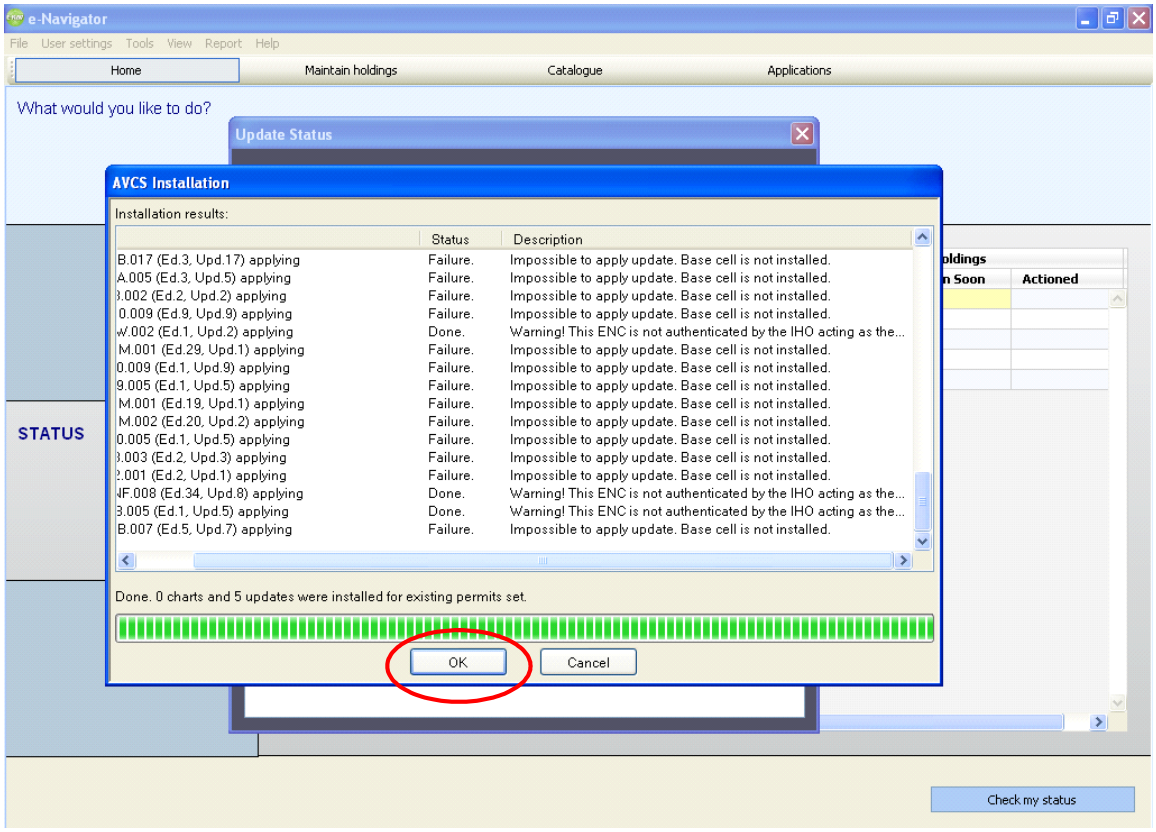
If you are set to receive the weekly update automatically, you will receive two weekly update emails, one for AVCS, one for ARCS, if you are subscribed to these services. These will need applying to your Planning Station to complete the weekly update.

Weekly AVCS update

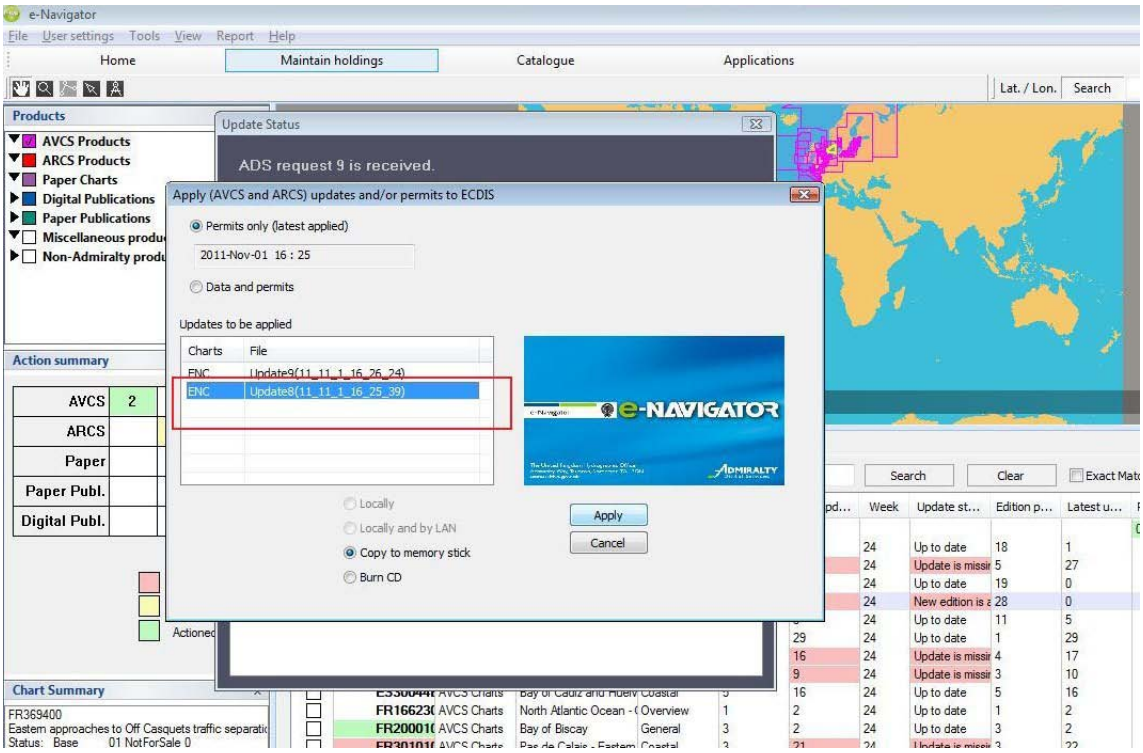
1. Open the AVCS weekly update email and save the attached *.ads* file to your removable drive.

2. Apply the *.ads* file to your Planning Station with Tools > Apply update

3. If you are set to receive product updates, the first pop up is the AVCS installation box which installs the received updates onto your planning station. Click 'OK' when complete.



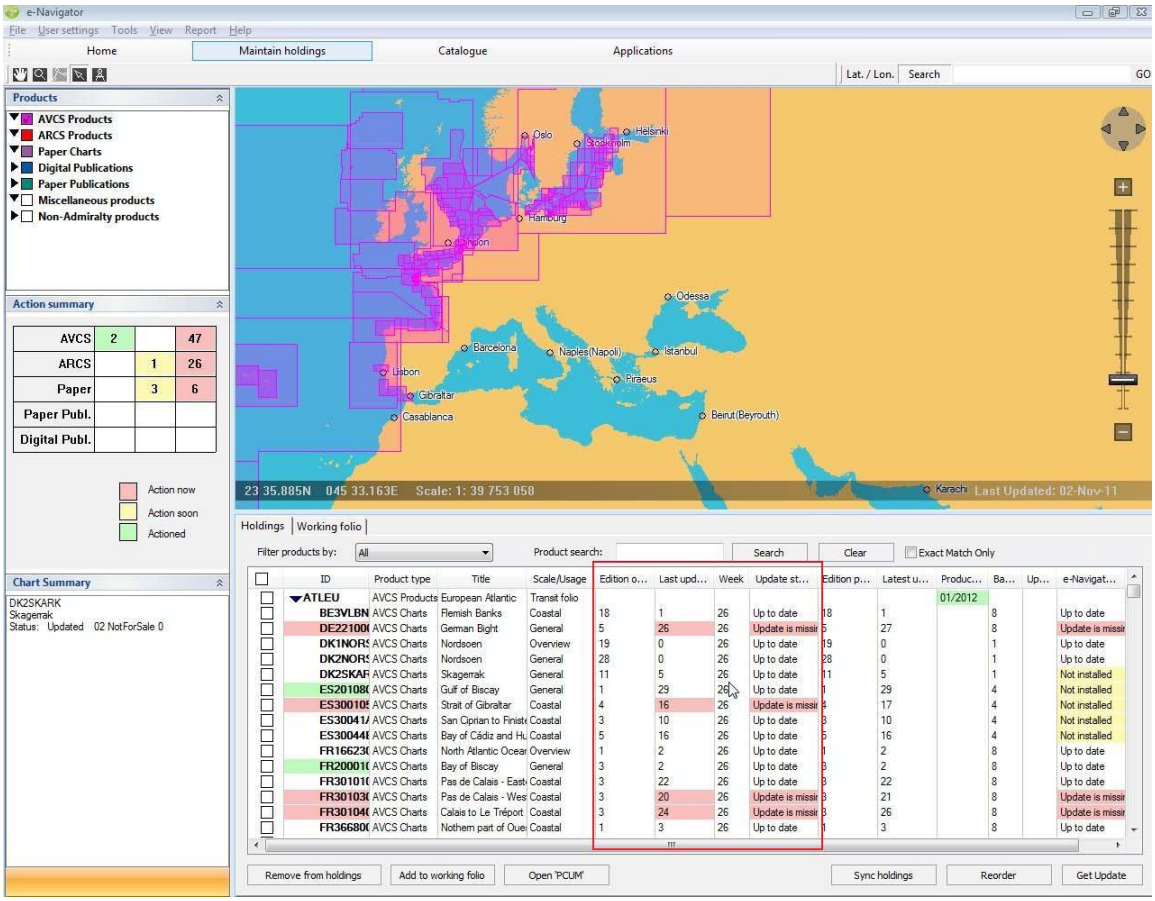
4. The second pop up opens the 'Apply updates' pop up which enables you to create an exchange set of permits or permits and data to transfer to your front of bridge ECDIS. If you wish to perform this now choose 'Data and permits', then 'Copy to memory stick' or 'Burn CD' and click 'Apply'



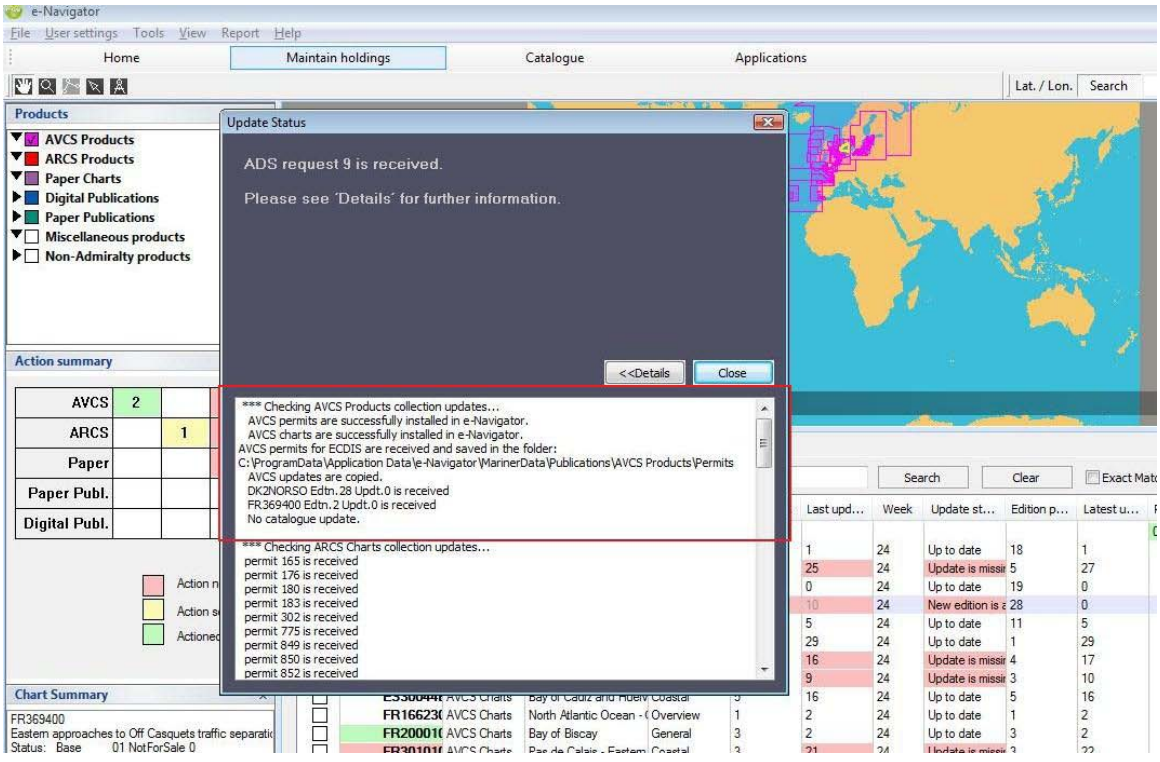
5. This file can now be taken to your front of bridge ECDIS.

6. When you have updated your ECDIS you need to update the holdings status in Planning Station to show a true record. To do this, you click the button 'Sync Holdings' and follow the wizard to update your status only, or load the data as well.

   Alternatively you may choose to save 'Permits Only' and transfer the data later.

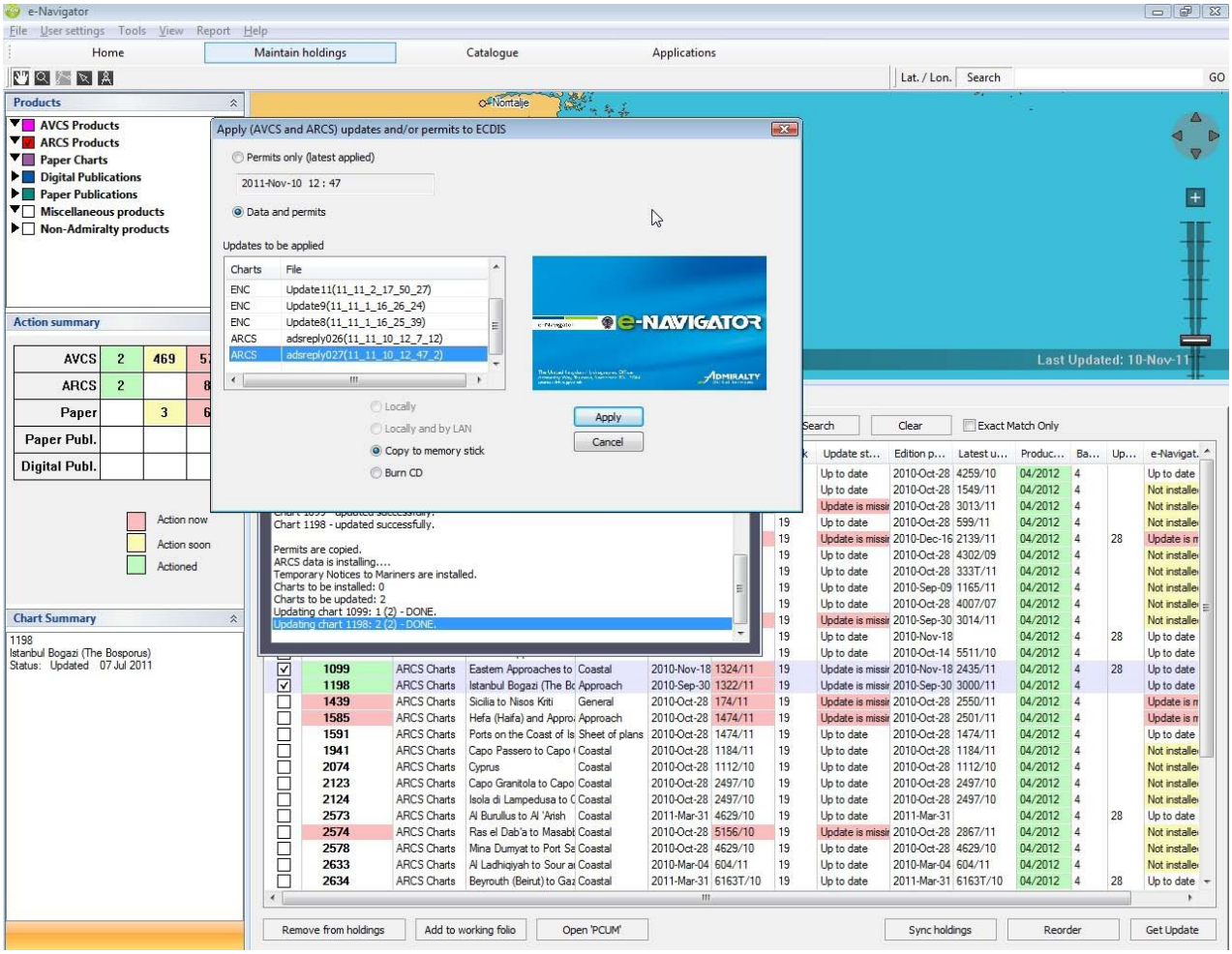


7. The third pop up details the AVCS updates that have occurred that week.

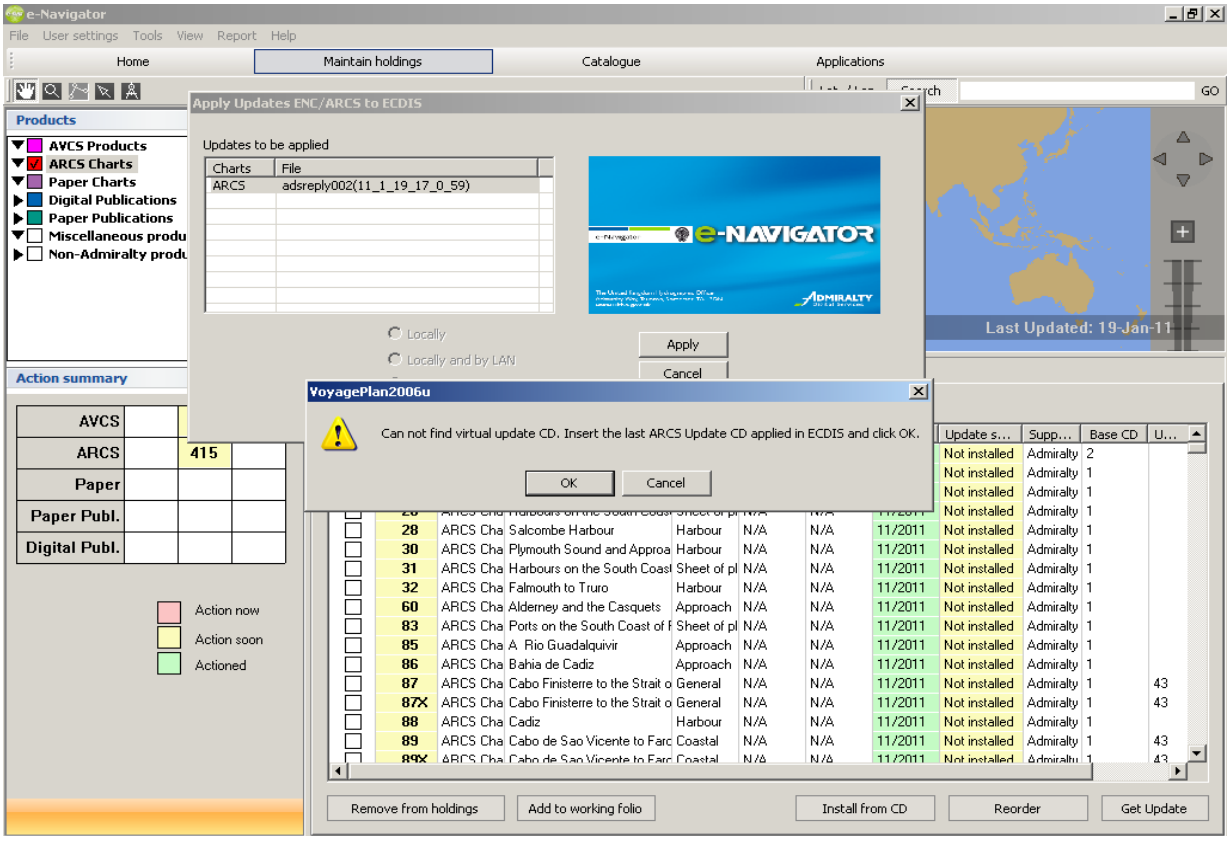


Weekly ARCS update

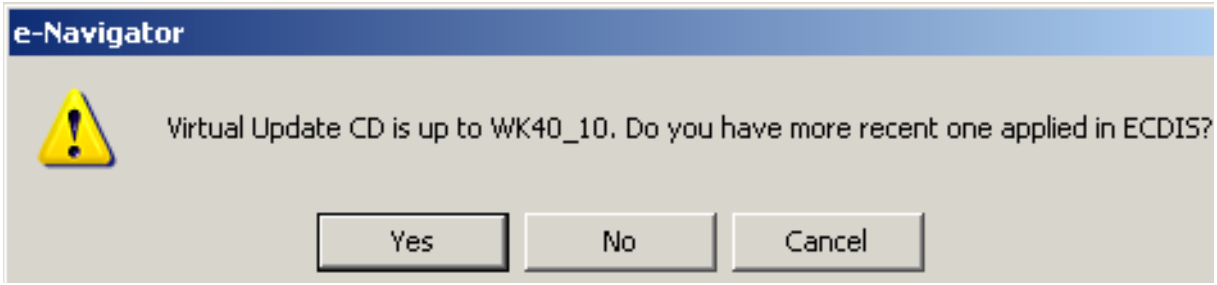
1. Open the ARCS weekly update email(s) and save the attached ads file(s) to your removable drive. If the weekly update transmission size exceeds your preset email size limits it may be broken into more than one message.
2. Return to your Planning Station PC, click Tools > Apply update, browse to the ads file and open. If there are multiple files delivered, you just select any one of them and Planning Station will automatically upload them all.
3. The ARCS update will be loaded into Planning Station and will update your holdings status according to the catalogue and permits that have been delivered.
4. If data is included in the weekly update, the exchange set for your ECDIS will be automatically created at this point and you may save it to a desired location to take to your ECDIS. Alternatively, you may cancel the action and access the exchange set later using the Tools > Apply ECDIS updates menu option.

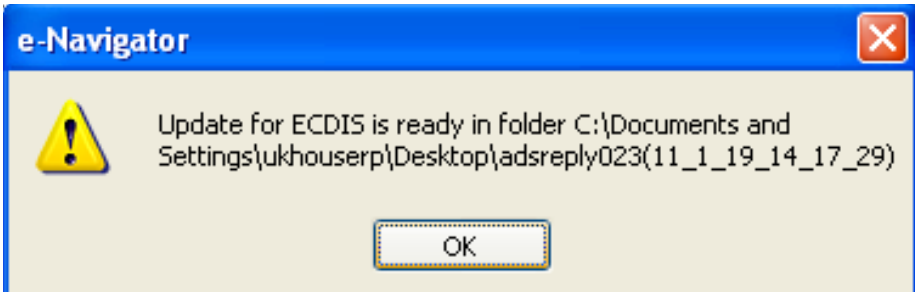


5. You would then follow the same action described in the section 'Applying updates to products in Holdings'


e-Navigator
File User settings Tools View Report Help
Home
Maintain holdings
Catalogue
Applications
Products
AVCS Products
ARCS Charts
Paper Charts
Digital Publications
Paper Publications
Miscellaneous produ
Non-Admiralty produ
Apply Updates ENC/ARCS to ECDIS
Updates to be applied
Charts
File
ARCS
adsreply002(11_1_19_17_0_59)
e-NAVIGATOR
ADMIRALTY
Locally
Locally and by LAN
Apply
Cancel
Last Updated: 19-Jan-11
VoyagePlan2006u
Can not find virtual update CD. Insert the last ARCS Update CD applied in ECDIS and click OK.
OK
Cancel
Action summary
AVCS
ARCS
415
Paper
Paper Publ.
Digital Publ.
Action now
Action soon
Actioned
Update s...
Supp...
Base CD
28 ARCS Cha Salcombe Harbour Harbour N/A N/A 11/2011 Not installed Admiralty 1
30 ARCS Cha Plymouth Sound and Approa Harbour N/A N/A 11/2011 Not installed Admiralty 1
31 ARCS Cha Harbours on the South Coast Sheet of pl N/A N/A 11/2011 Not installed Admiralty 1
32 ARCS Cha Falmouth to Truro Harbour N/A N/A 11/2011 Not installed Admiralty 1
60 ARCS Cha Alderney and the Casquets Approach N/A N/A 11/2011 Not installed Admiralty 1
83 ARCS Cha Ports on the South Coast of F Sheet of pl N/A N/A 11/2011 Not installed Admiralty 1
85 ARCS Cha A Rio Guadalquivir Approach N/A N/A 11/2011 Not installed Admiralty 1
86 ARCS Cha Bahia de Cadiz Approach N/A N/A 11/2011 Not installed Admiralty 1
87 ARCS Cha Cabo Finisterre to the Strait o General N/A N/A 11/2011 Not installed Admiralty 1 43
87X ARCS Cha Cabo Finisterre to the Strait o General N/A N/A 11/2011 Not installed Admiralty 1 43
88 ARCS Cha Cadiz Harbour N/A N/A 11/2011 Not installed Admiralty 1
89 ARCS Cha Cabo de Sao Vicente to Farc Coastal N/A N/A 11/2011 Not installed Admiralty 1 43
Remove from holdings
Add to working folio
Install from CD
Reorder
Get Update

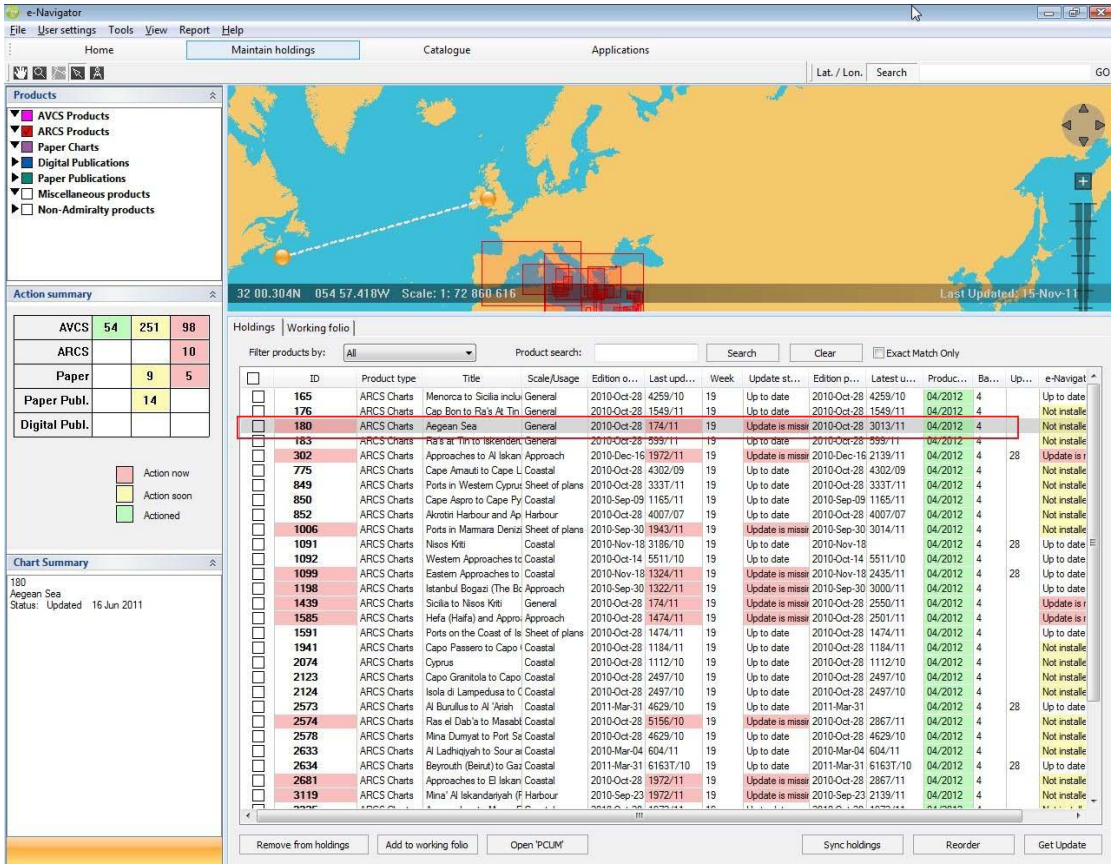
Follow the dialogue messages to create the ARCS exchange set for ECDIS. Please be aware that it can take between **10-20 minutes** to upload the update CD.




e-Navigator
Update for ECDIS is ready in folder C:\Documents and Settings\ukhouserp\Desktop\adsreply023(11_1_19_14_17_29)
OK

Once the file has been saved it can be taken to the ECDIS and applied.

5. If there has been an update or new edition of an ARCS chart the chart is displayed with red shading and the update status is displayed to show that the version in your ECDIS is out of date. To update your ECDIS you can either get an update for that chart or install the ARCS weekly update CD.

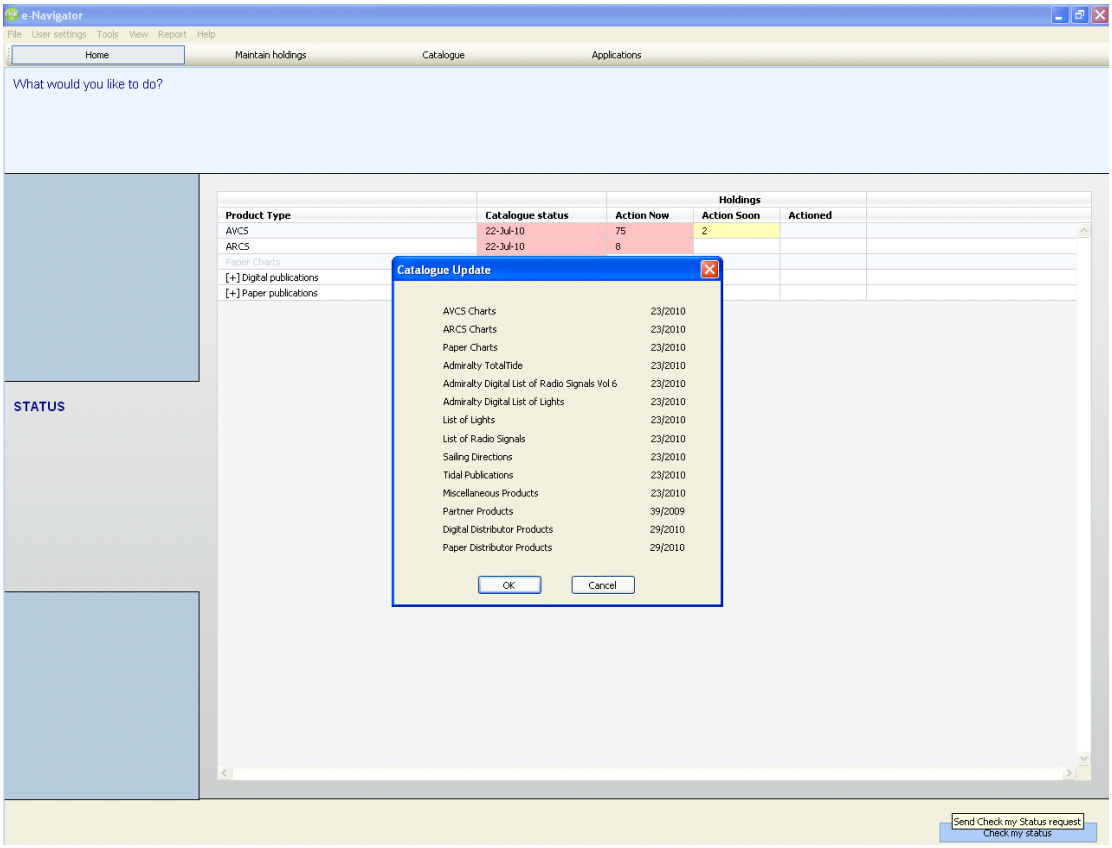


Performing the weekly update by connected email

If you are using direct email as your communication method the weekly update will be emailed to you weekly and will be applied automatically to your Planning Station when you check your inbox 'Tools' > 'Check Inbox'. The 'Apply ENC/ARCS updates to ECDIS' should pop up automatically. If not, to create the exchange set select Tools > Apply ECDIS updates which will prompt the 'Apply ENC/ARCS updates to ECDIS' pop up. See Weekly AVCS update and Weekly ARCS update.

Performing the weekly update by HTTPS

If you are using HTTPS you may need to prompt Planning Station to check if a weekly update is available by requesting a catalogue update. This can be done from the Home screen by clicking on 'Check My Status' request. An email is sent to your vessel containing the update file, unless disabled. Instead of performing a new 'Check My Status' download action, you can load the email update files by the removable drive method.

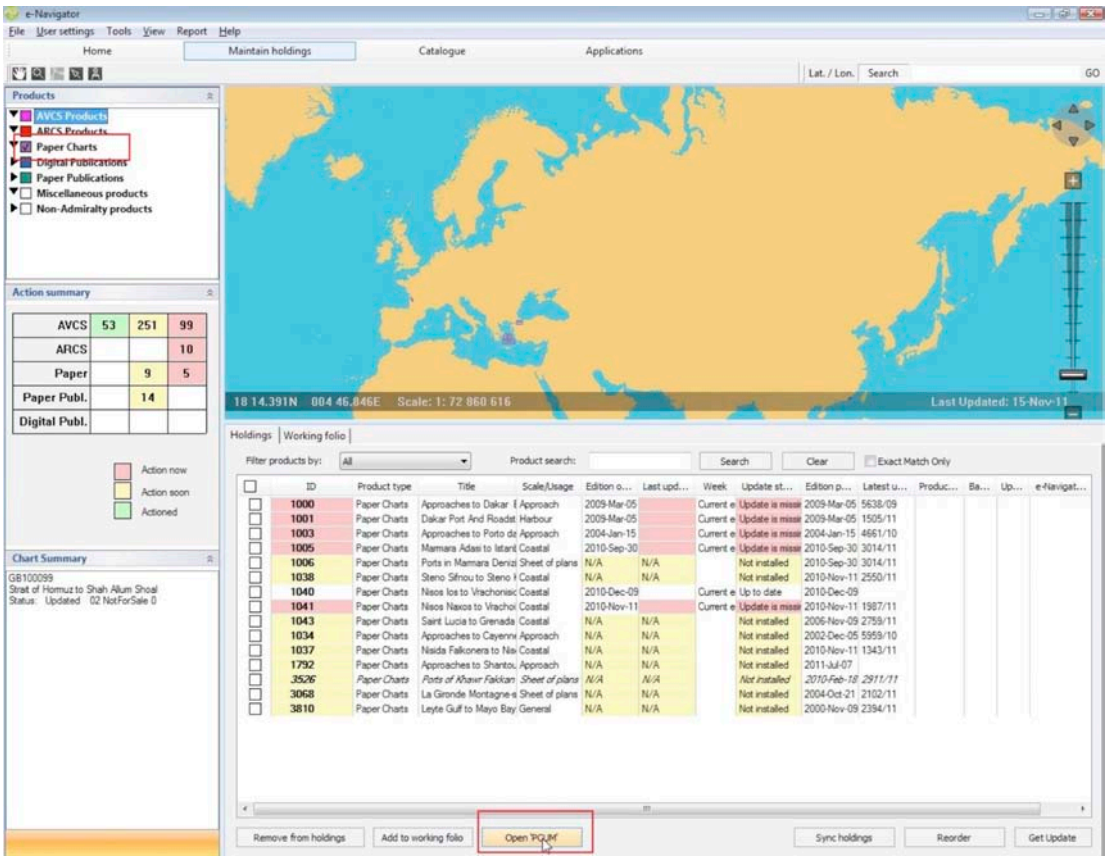


If there are weekly updates to apply Planning Station will automatically receive and apply the updates. The 'Apply ENC/ARCS updates to ECDIS' should pop up automatically. If not, to create the exchange set select Tools > Apply ECDIS updates which will prompt the 'Apply ENC/ARCS updates to ECDIS' pop up. See Weekly AVCS update and Weekly ARCS update

Updating Using a Paper Chart Updating Module

There are a number of software applications which support paper chart updating by allowing you to download the Notice to Mariners text and chart blocks. Some of these can be used in combination with Planning Station, providing you with an integrated solution to keeping all your paper products up to date. To update your paper charts and maintain your holdings information using this method, the paper chart updating module and Planning Station must be installed on the same PC.

To access your chosen Paper Chart Updating Module from Planning Station, navigate to the Maintain Holdings screen > select the Holdings tab > Select 'Open PCUM' button.



This will launch your installed Paper Chart Updating Module. You can then update your paper chart holdings using your paper chart updating module (refer to the user guide of that module for details) and the holdings are then synchronised with Planning Station.

If a Paper Chart Updating Module has been installed this will be the authoritive source of information regarding paper charts. The updating facility for paper charts within Planning Station will be disabled.

For more information on Paper Chart Updating Modules, please contact your Admiralty Chart Agent.

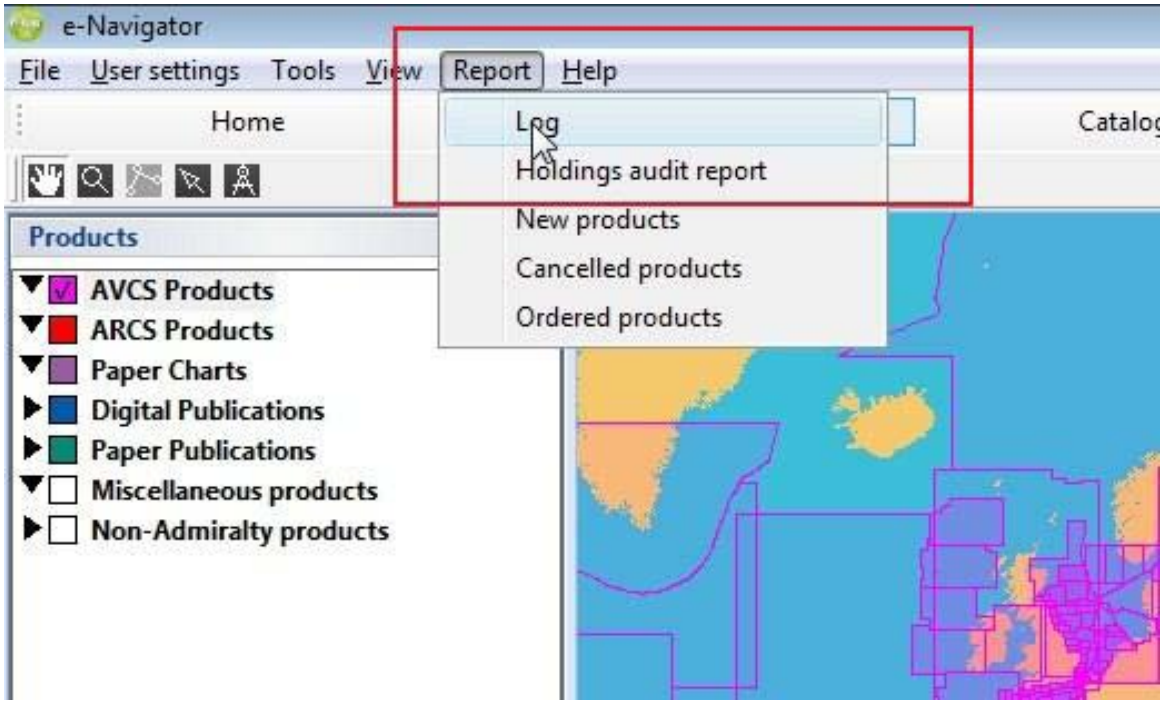
Reporting in e-Navigator

Planning Station can create the following reports:

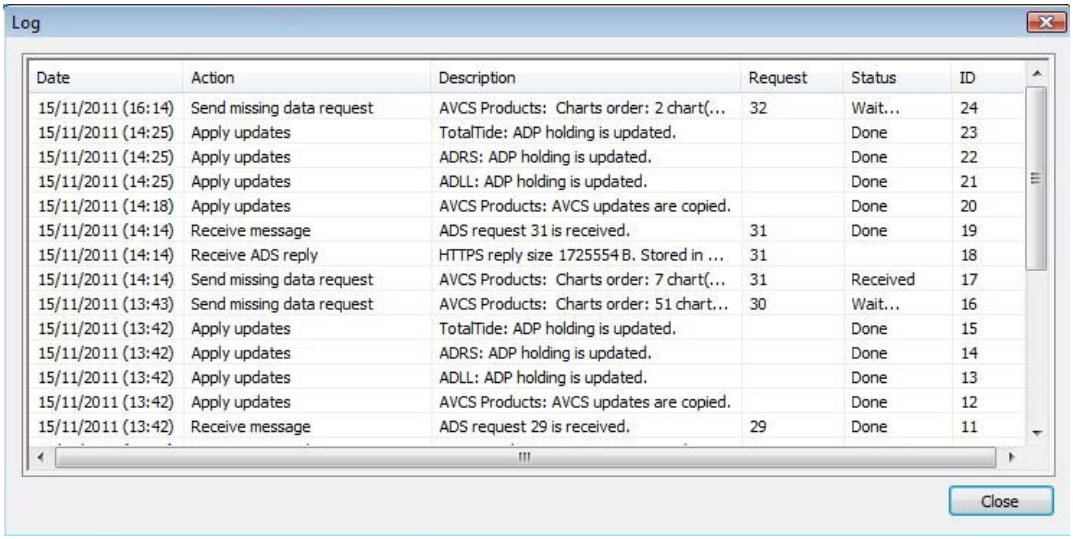
- System Log
- Holdings audit report
- New products report
- Cancelled products report
- Ordered products report

System Log

The system log report contains details of all the actions carried out on Planning Station. To view the system log, click on the 'Report' button in the main menu bar:



Selecting 'Log' will create a pop up which lists all actions carried out on Planning Station and details the status of the actions:

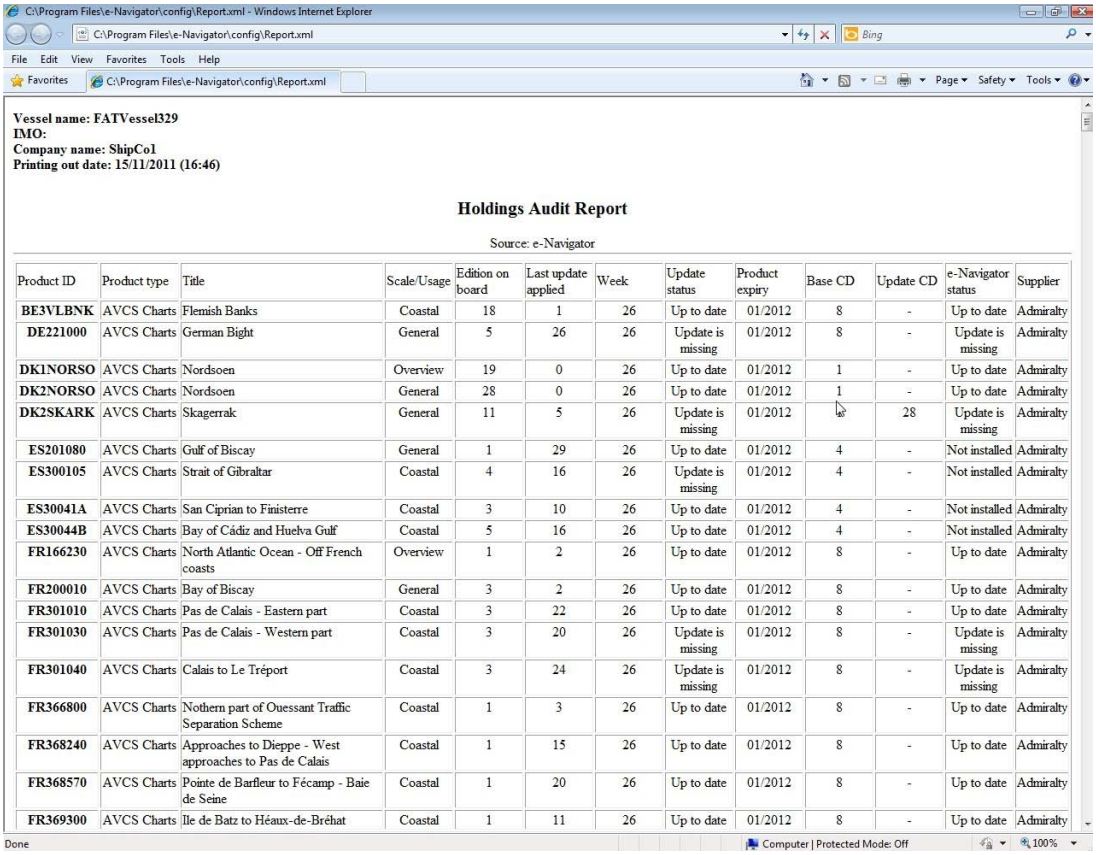


Date	Action	Description	Request	Status	ID
15/11/2011 (16:14)	Send missing data request	AVCS Products: Charts order: 2 chart(...	32	Wait...	24
15/11/2011 (14:25)	Apply updates	TotalTide: ADP holding is updated.		Done	23
15/11/2011 (14:25)	Apply updates	ADRS: ADP holding is updated.		Done	22
15/11/2011 (14:25)	Apply updates	ADLL: ADP holding is updated.		Done	21
15/11/2011 (14:18)	Apply updates	AVCS Products: AVCS updates are copied.		Done	20
15/11/2011 (14:14)	Receive message	ADS request 31 is received.	31	Done	19
15/11/2011 (14:14)	Receive ADS reply	HTTPS reply size 1725554 B. Stored in ...	31		18
15/11/2011 (14:14)	Send missing data request	AVCS Products: Charts order: 7 chart(...	31	Received	17
15/11/2011 (13:43)	Send missing data request	AVCS Products: Charts order: 51 chart...	30	Wait...	16
15/11/2011 (13:42)	Apply updates	TotalTide: ADP holding is updated.		Done	15
15/11/2011 (13:42)	Apply updates	ADRS: ADP holding is updated.		Done	14
15/11/2011 (13:42)	Apply updates	ADLL: ADP holding is updated.		Done	13
15/11/2011 (13:42)	Apply updates	AVCS Products: AVCS updates are copied.		Done	12
15/11/2011 (13:42)	Receive message	ADS request 29 is received.	29	Done	11

Holdings audit report

To view a report of the status of your holdings, select Report > 'Holdings audit report' from the drop down menu under 'Report'.

A browser opens which contains the Holdings Audit Report. This can be printed and retained for your records.



Vessel name: FATVessel329
IMO:
Company name: ShipCo1
Printing out date: 15/11/2011 (16:46)

Holdings Audit Report

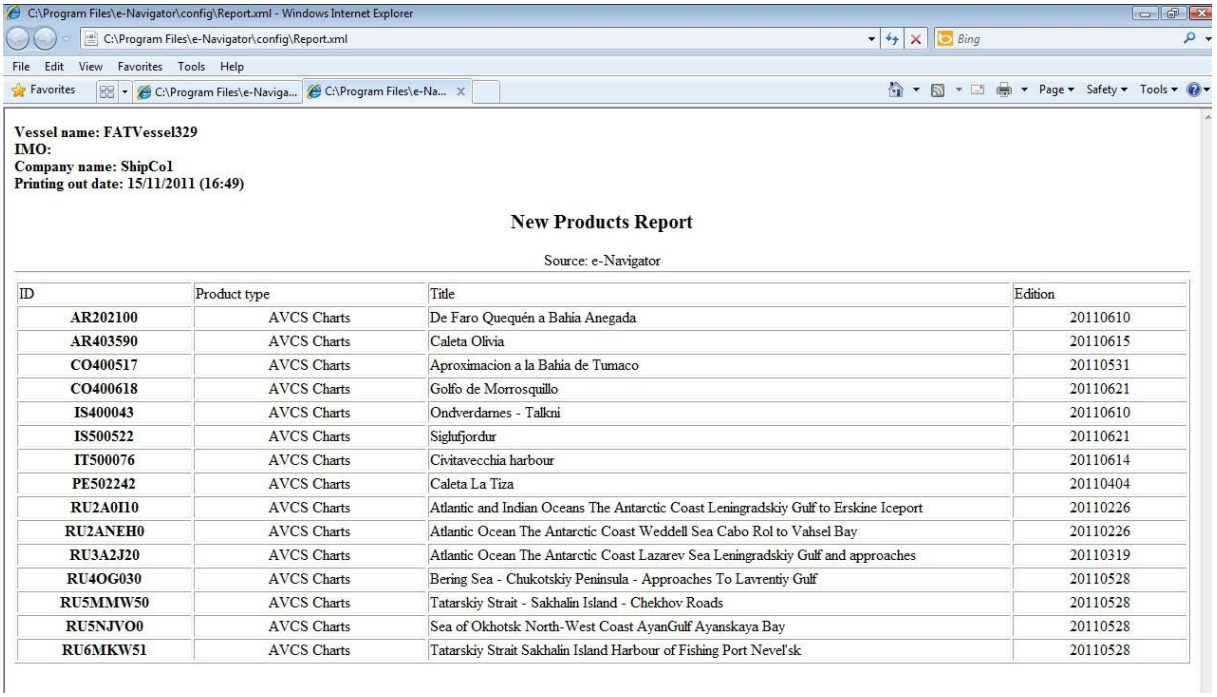
Source: e-Navigator

Product ID	Product type	Title	Scale/Usage	Edition on board	Last update applied	Week	Update status	Product expiry	Base CD	Update CD	e-Navigator status	Supplier
BE3VLBNK	AVCS Charts	Flemish Banks	Coastal	18	1	26	Up to date	01/2012	8	-	Up to date	Admiralty
DE221000	AVCS Charts	German Bight	General	5	26	26	Update is missing	01/2012	8	-	Update is missing	Admiralty
DK1NORSO	AVCS Charts	Nordsoen	Overview	19	0	26	Up to date	01/2012	1	-	Up to date	Admiralty
DK2NORSO	AVCS Charts	Nordsoen	General	28	0	26	Up to date	01/2012	1	-	Up to date	Admiralty
DK2SKARK	AVCS Charts	Skagerrak	General	11	5	26	Update is missing	01/2012		28	Update is missing	Admiralty
ES201080	AVCS Charts	Gulf of Biscay	General	1	29	26	Up to date	01/2012	4	-	Not installed	Admiralty
ES300105	AVCS Charts	Strait of Gibraltar	Coastal	4	16	26	Update is missing	01/2012	4	-	Not installed	Admiralty
ES30041A	AVCS Charts	San Ciprian to Finisterre	Coastal	3	10	26	Up to date	01/2012	4	-	Not installed	Admiralty
ES30044B	AVCS Charts	Bay of Cádiz and Huelva Gulf	Coastal	5	16	26	Up to date	01/2012	4	-	Not installed	Admiralty
FR166230	AVCS Charts	North Atlantic Ocean - Off French coasts	Overview	1	2	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR200010	AVCS Charts	Bay of Biscay	General	3	2	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR301010	AVCS Charts	Pas de Calais - Eastern part	Coastal	3	22	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR301030	AVCS Charts	Pas de Calais - Western part	Coastal	3	20	26	Update is missing	01/2012	8	-	Update is missing	Admiralty
FR301040	AVCS Charts	Calais to Le Tréport	Coastal	3	24	26	Update is missing	01/2012	8	-	Update is missing	Admiralty
FR366800	AVCS Charts	Nothern part of Ouessant Traffic Separation Scheme	Coastal	1	3	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR368240	AVCS Charts	Approaches to Dieppe - West approaches to Pas de Calais	Coastal	1	15	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR368570	AVCS Charts	Pointe de Barfleur to Fécamp - Baie de Seine	Coastal	1	20	26	Up to date	01/2012	8	-	Up to date	Admiralty
FR369300	AVCS Charts	Ile de Batz to Héaux-de-Bréhat	Coastal	1	11	26	Up to date	01/2012	8	-	Up to date	Admiralty

If your Planning Station is authenticated with a Paper Chart Updating Module your paper charts are managed within the external module, not Planning Station. The Holdings Audit Report will not include paper charts. Paper charts status is obtained from your Updating Module.

New products and cancelled products

Selecting these reports opens a web browser which lists all new or cancelled products. New products are those charts or cells published since the previous catalogue update.

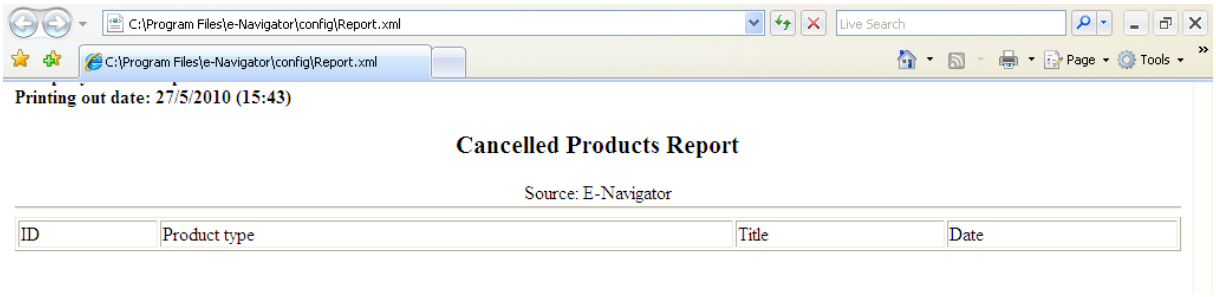


Vessel name: FATVessel329
IMO:
Company name: ShipCo1
Printing out date: 15/11/2011 (16:49)

New Products Report

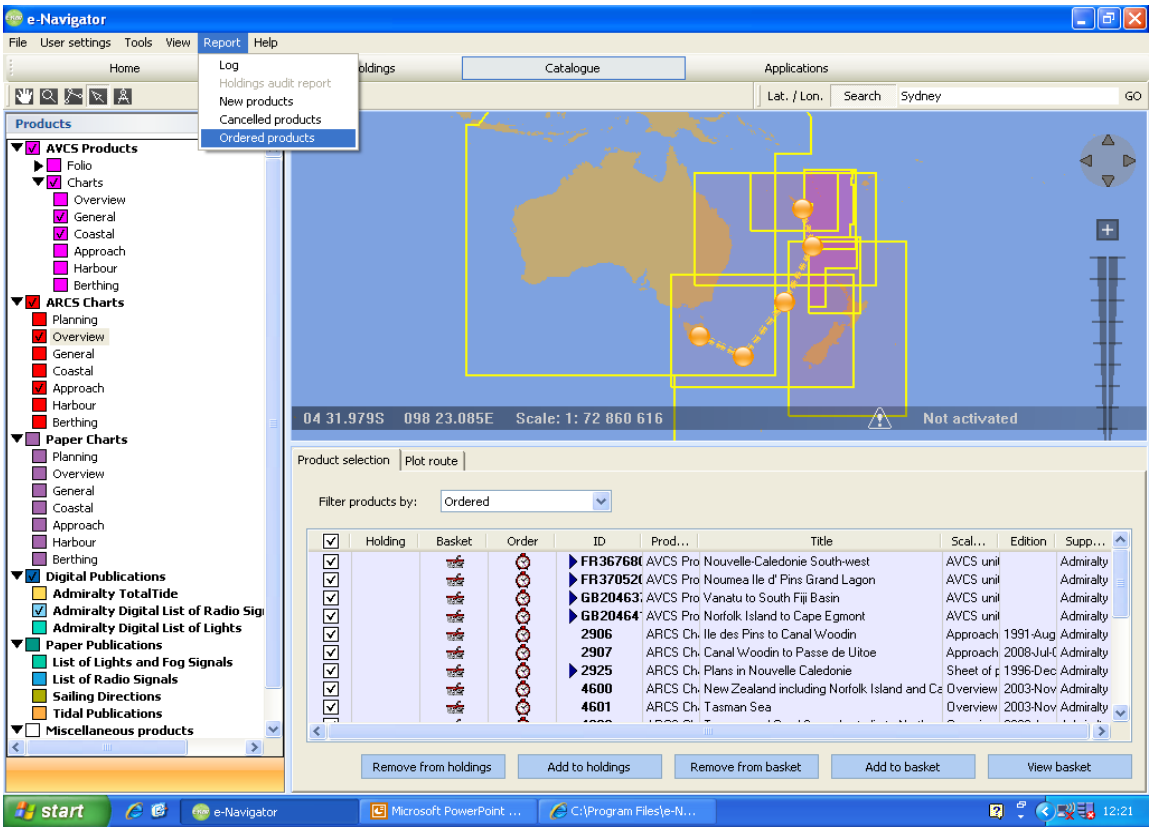
Source: e-Navigator

ID	Product type	Title	Edition
AR202100	AVCS Charts	De Faro Quequén a Bahia Anegada	20110610
AR403590	AVCS Charts	Caleta Olivia	20110615
CO400517	AVCS Charts	Aproximacion a la Bahia de Tumaco	20110531
CO400618	AVCS Charts	Golfo de Morrosquillo	20110621
IS400043	AVCS Charts	Ondverdarnes - Talkni	20110610
IS500522	AVCS Charts	Siglufjordur	20110621
IT500076	AVCS Charts	Civitavecchia harbour	20110614
PE502242	AVCS Charts	Caleta La Tiza	20110404
RU2A0I10	AVCS Charts	Atlantic and Indian Oceans The Antarctic Coast Leningradskiy Gulf to Erskine Iceport	20110226
RU2ANEH0	AVCS Charts	Atlantic Ocean The Antarctic Coast Weddell Sea Cabo Rol to Vahsel Bay	20110226
RU3A2J20	AVCS Charts	Atlantic Ocean The Antarctic Coast Lazarev Sea Leningradskiy Gulf and approaches	20110319
RU4OG030	AVCS Charts	Bering Sea - Chukotskiy Peninsula - Approaches To Lavrentiy Gulf	20110528
RU5MMW50	AVCS Charts	Tatarskiy Strait - Sakhalin Island - Chekhov Roads	20110528
RU5NJVO0	AVCS Charts	Sea of Okhotsk North-West Coast AyanGulf Ayanskaya Bay	20110528
RU6MKW51	AVCS Charts	Tatarskiy Strait Sakhalin Island Harbour of Fishing Port Nevel'sk	20110528



Ordered products report

To view a list of the products that you have ordered, select the 'Ordered products' option from the Report pull down menu. A report opens in a new web browser. You can also view a list of your ordered products in the catalogue, by selecting the product type and within the product selection tab filtering the selection by 'Ordered'.

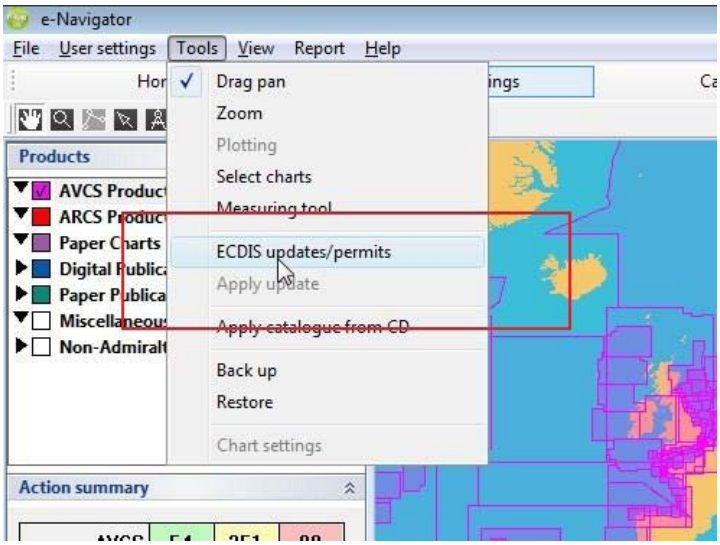


Planning Station and your ECDIS

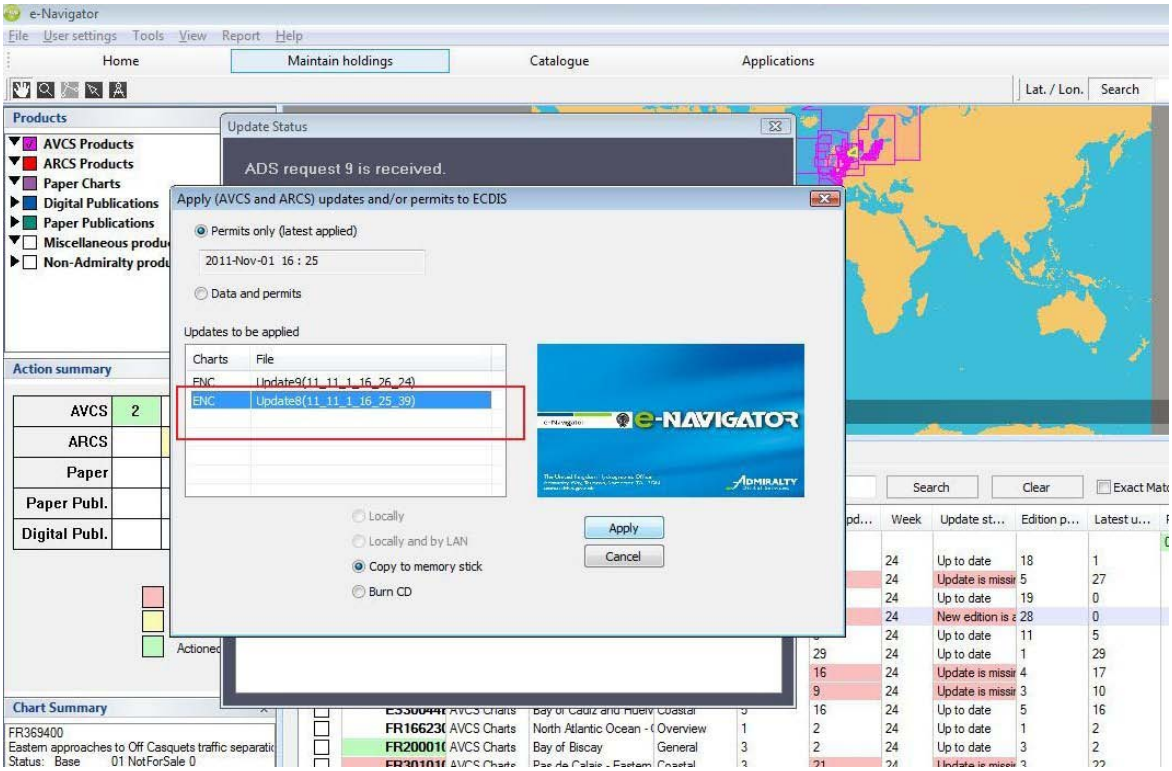
Applying updates to your ECDIS

When you are sent updates and permits to your AVCS or ARCS products they will be automatically applied to Planning Station, but it is important to also apply them to your ECDIS.

These updates and permits can be applied to the front of bridge ECDIS by clicking on Tools in the menu bar and selecting “ECDIS updates/permits”.



A pop up box appears which enables you to write the necessary files to a memory stick or burn them to a CD.



Planning Station saves the updates and permits in a format that can be read by your front of bridge ECDIS.

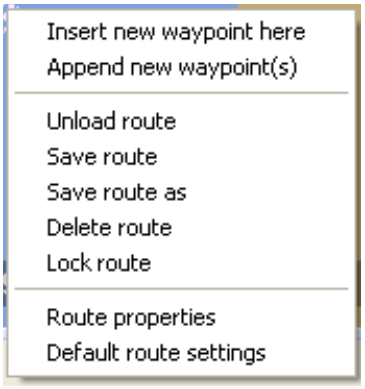
Importing and exporting routes to your ECDIS

Although some ECDIS will accept a route saved in an e-Navigator format without file conversion, currently the functionality for importing and exporting routes to and from the ECDIS by applying a file conversion is not available for all ECDIS models:

We will increase the number of ECDIS manufacturers that can use this functionality in future releases.

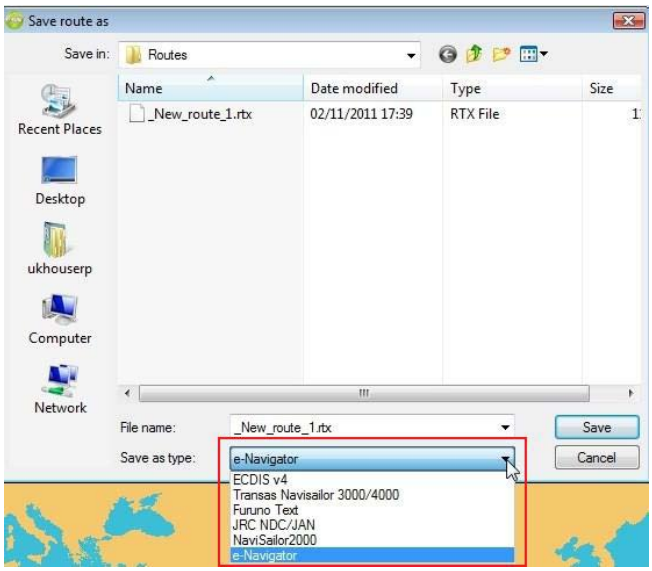
Exporting routes to your ECDIS

Once a route has been plotted it can be exported for use in the ECDIS. To do this right click on a leg of the route and select 'Save route as';



A pop up box appears;

- enter a file name.
- Change the 'Save as type' filter to your ECDIS manufacturers format - Note that some ECDIS may be able to read the 'e-Navigator' format directly.
- Browse to your removable drive and save.

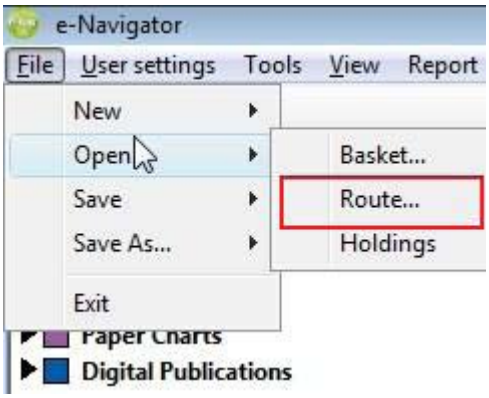


You can now take the removable drive, with the route file on, to be read by your ECDIS.
You can also save a route using File > Save > Route or File > Save as > Route in the top menu.

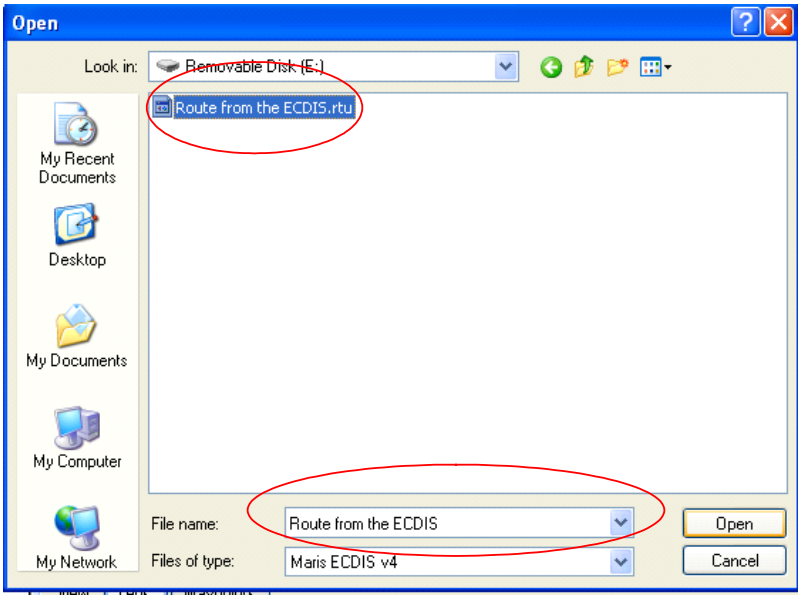
Importing routes from your ECDIS

To import routes that have been plotted in another application, such as your ECDIS, complete the following:

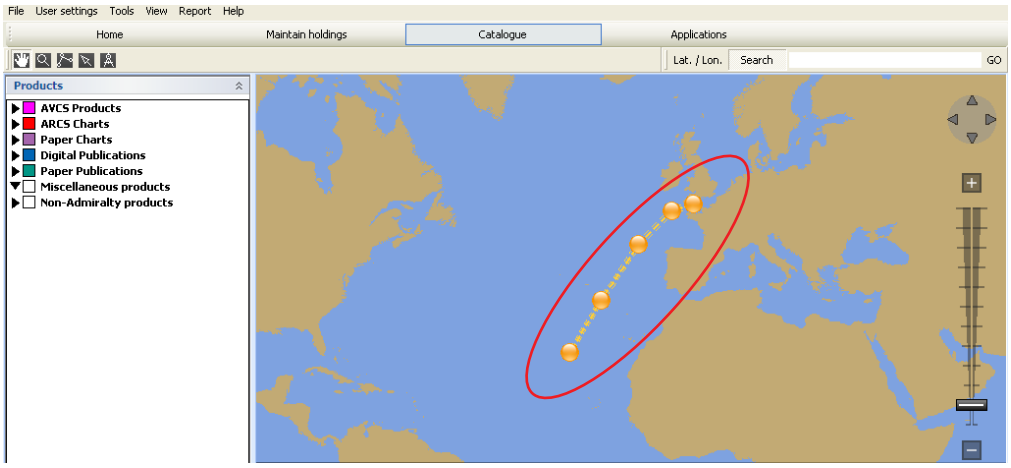
- select File > Open > Route



- Browse to the drive on which your route file is saved
- Change 'Files of type' to your ECDIS manufacturer
- Select the relevant file



- Click 'Open'



- Your route has now been imported into e-Navigator Planning Station.

Viewing Charts and Applications

The Applications screen is designed to allow you to view additional features and applications, which can be subscribed to at an additional cost. The 'Products' side menu controls the data displayed within the graphic display and only one application can be selected at a time.

Viewing Admiralty Charts in e-Navigator Planning Station

AVCS and ARCS charts may be installed and displayed in Planning Station if your Admiralty Chart Agent has activated this facility in your user account. It requires the use of one of your 5 user permits for your ARCS/ AVCS licence and your Chart Agent can tick. This data can only be viewed in the Applications screen. When this feature is activated, AVCS and / or ARCS permits are sent to Planning Station each time an update is requested.

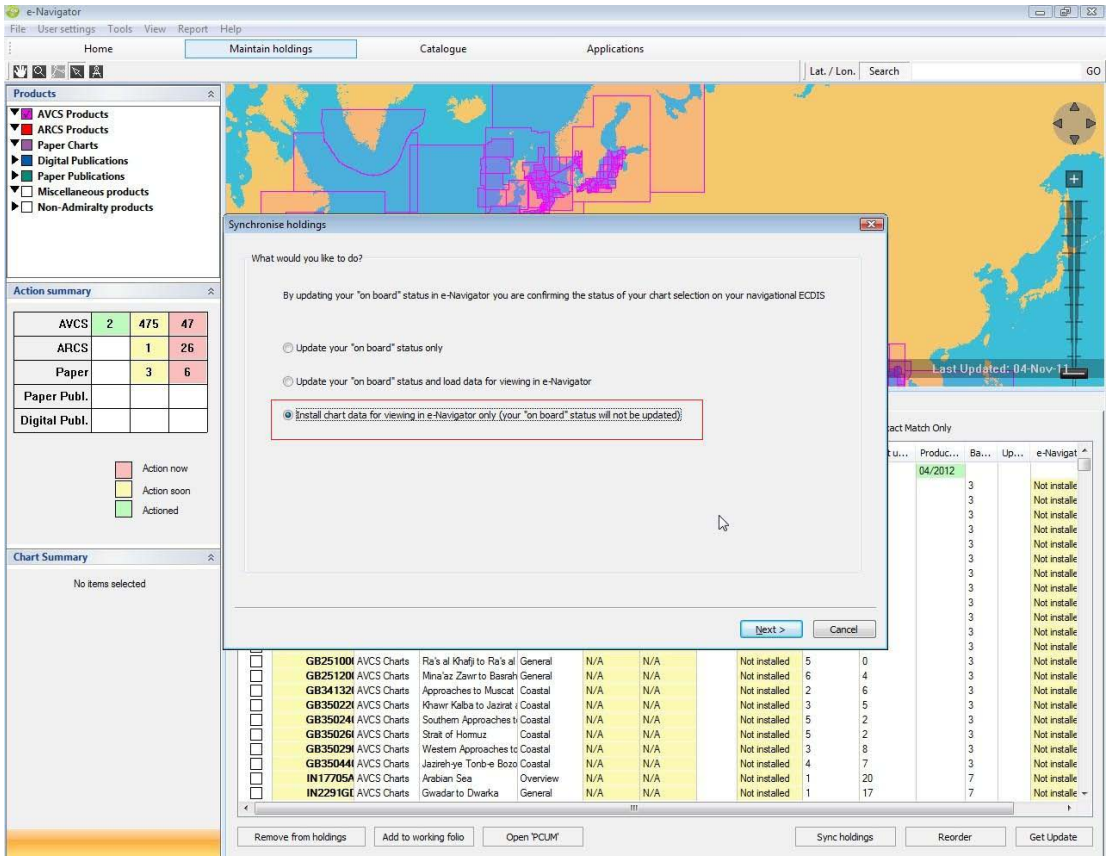
When permits are installed you can load chart data for viewing in the Applications screen. The chart data is installed from CD.

Please Note: *If AVCS (ENC) charts are viewed in Planning Station it is recommended that the display screen resolution is at least 1280 x 1084 pixels. At lower resolutions, the figures representing soundings and contours will appear to be distorted.*

Installing and Viewing AVCS / ARCS / AIO in Planning Station

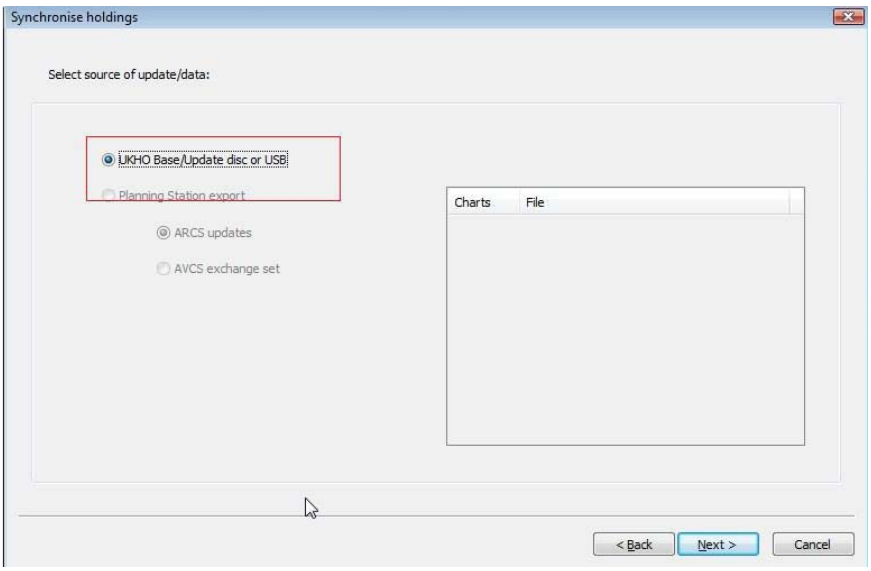
In order to install and view ARCS, AVCS and AIO data in the Applications tab on Planning Station you need to have an extra set of permits sent with your normal ECDIS permits. These are automatically saved in the permits folder on your C: drive labelled "BoB" when you load the e-Navigator reply or update files. If Planning Station permits are not received on board you should contact your Admiralty Chart Agent, who will amend your licence record accordingly.

To load the data into Planning Station, tick AVCS or ARCS in the 'Products' selection panel in the 'Maintain holdings' screen. The chart or cell record in the Tabular will show you which base or update disk contains the digital data. Insert the appropriate CD, cancel the Autoplay and click the 'Sync Holdings' button. The 'Synchronise holdings' wizard will launch.

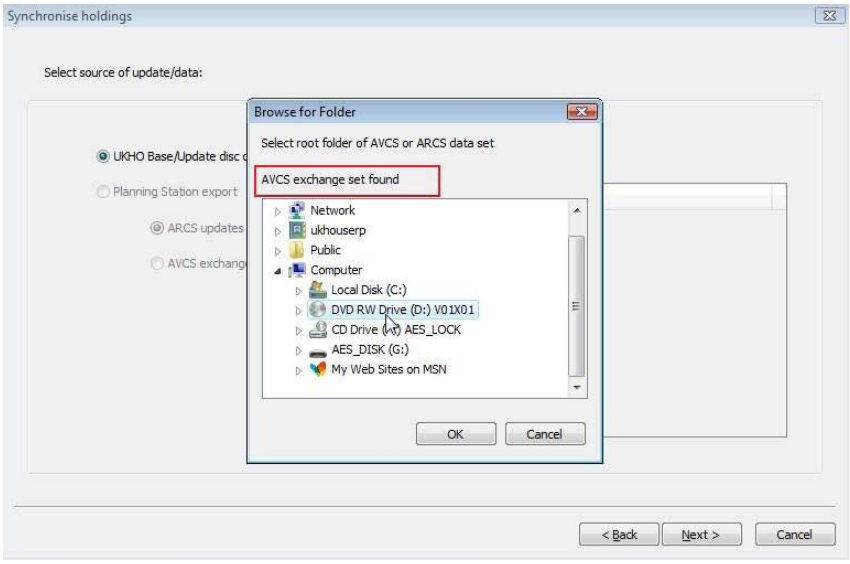


The wizard gives you a number of options. However, if you have not applied the data disk to your ECDIS you should not update your ECDIS status. Therefore you must choose the third option "Install chart data for viewing in e-Navigator only (your on-board status will not be updated)". Click 'Next'.

On the next screen accept the default option "UKHO base/update disc or USB" by clicking 'Next'.



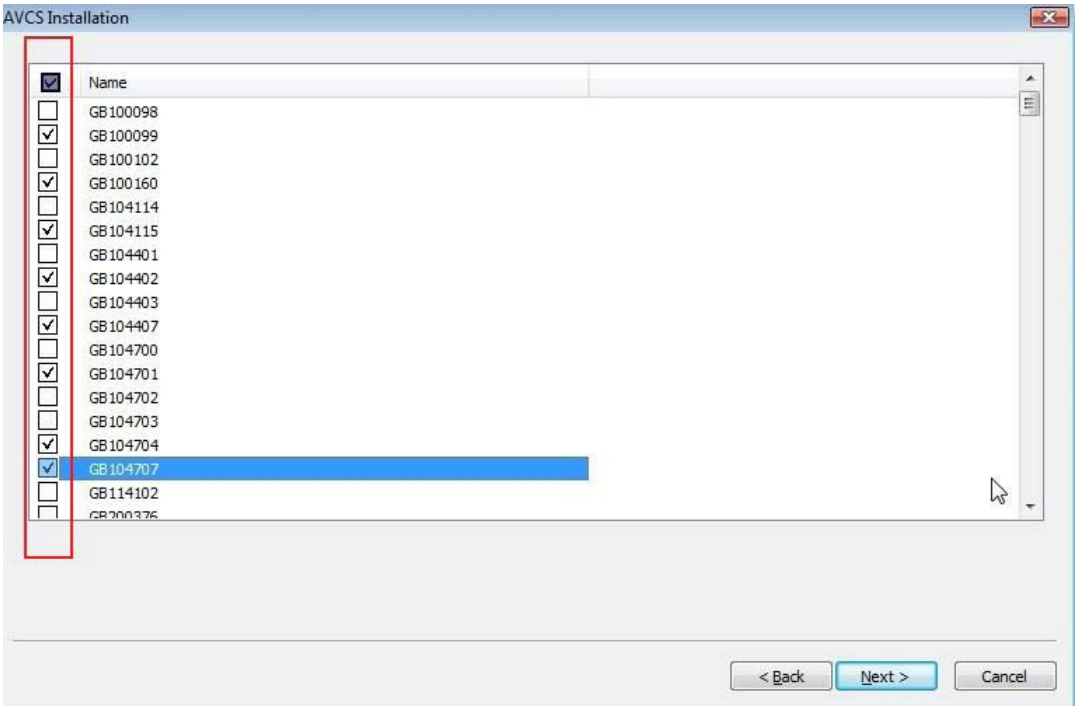
Browse to the CD drive. The dialogue box confirms that the Exchange set is found.



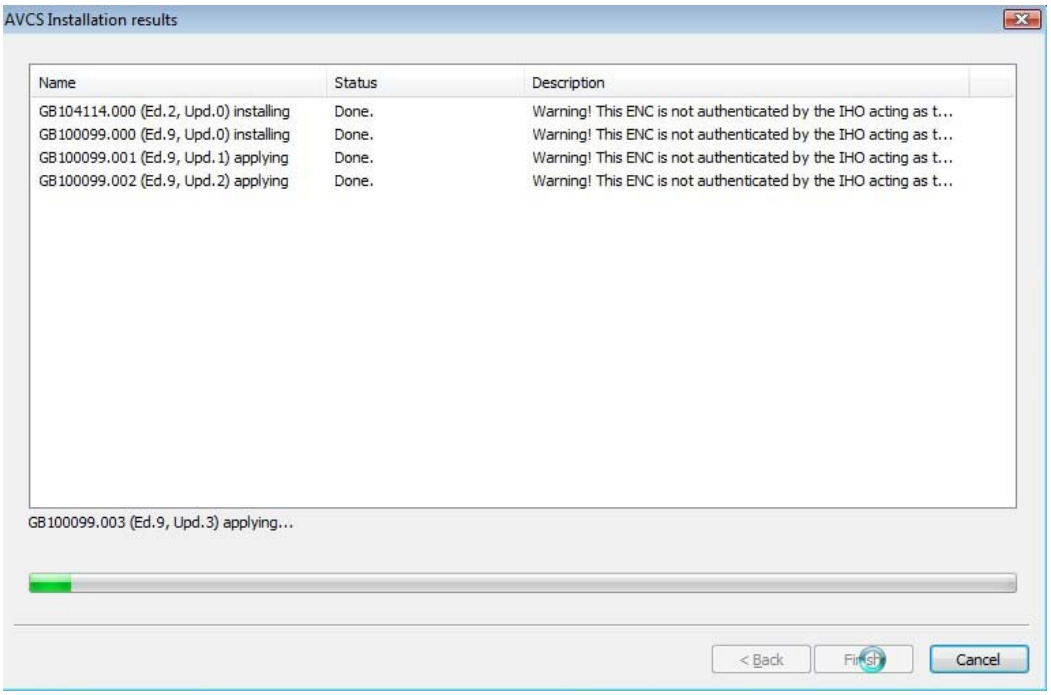
Click 'OK' and select the data that you wish to load from the list of items held on the disc. Click the top box to select all.

Please note: the list will only show charts or cells for which you hold permits.

If you wish to select a group; select the first item in the group, scroll to the last item, hold SHIFT and select it.



When you click 'Next' the chart data will start loading.

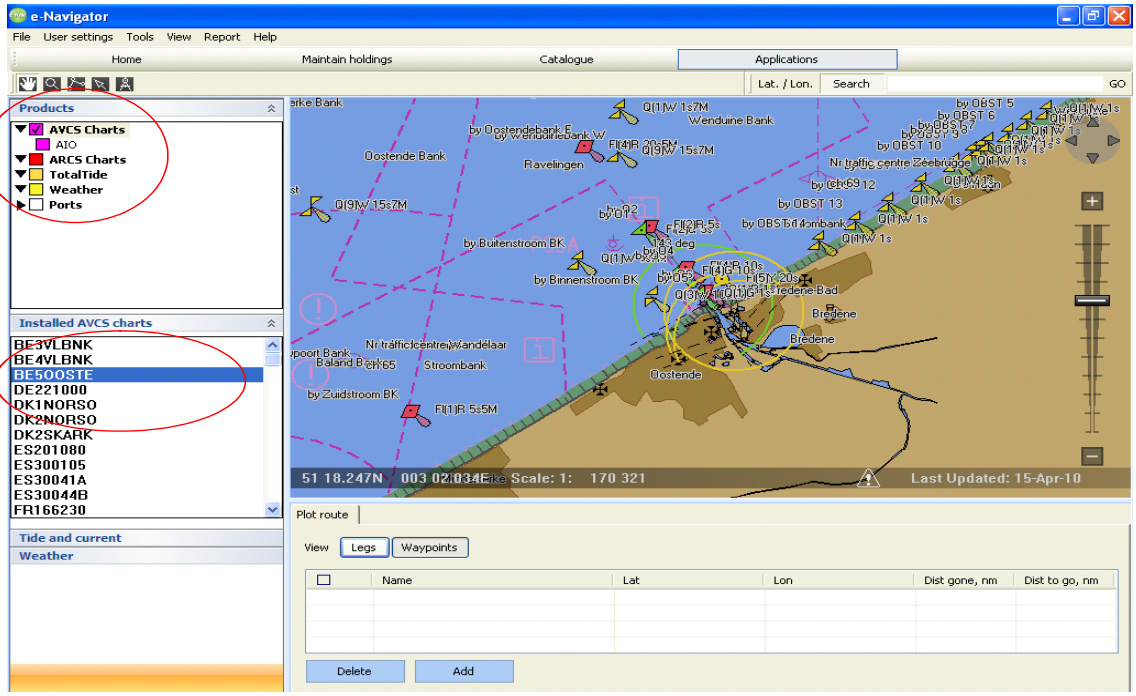

AVCS Installation results
Name
Status
Description
GB104114.000 (Ed.2, Upd.0) installing
Done.
Warning! This ENC is not authenticated by the IHO acting as t...
GB100099.000 (Ed.9, Upd.0) installing
Done.
Warning! This ENC is not authenticated by the IHO acting as t...
GB100099.001 (Ed.9, Upd.1) applying
Done.
Warning! This ENC is not authenticated by the IHO acting as t...
GB100099.002 (Ed.9, Upd.2) applying
Done.
Warning! This ENC is not authenticated by the IHO acting as t...
GB100099.003 (Ed.9, Upd.3) applying...
< Back
Cancel

The results will be displayed above the progress bar when the loading is complete. When you click 'Finish', the new Planning Station status is displayed.

If you have installed the Admiralty Information Overlay it is a good idea to record the Edition and most recent Update number that you have loaded. This status is not recorded elsewhere in the holdings view and may be needed if you choose to download an AIO update and wish to minimise the download size.

Viewing AVCS Charts

Once installed, AVCS Charts can be viewed in the Applications screen. Tick 'AVCS' in the 'Products' side menu. The left hand panel titled 'Installed Charts' will hold a list of the charts you have installed. Double click on one of these charts or pan to your desired location and relevant AVCS charts will be displayed.



Viewing ARCS Charts

Once installed, ARCS Charts can be viewed in the Applications screen. Tick 'ARCS' in the 'Products' side menu. The left hand panel titled 'Installed Charts' will hold a list of the charts you have installed. Double click on one of these charts or pan to your desired location and relevant ARCS charts will be displayed.

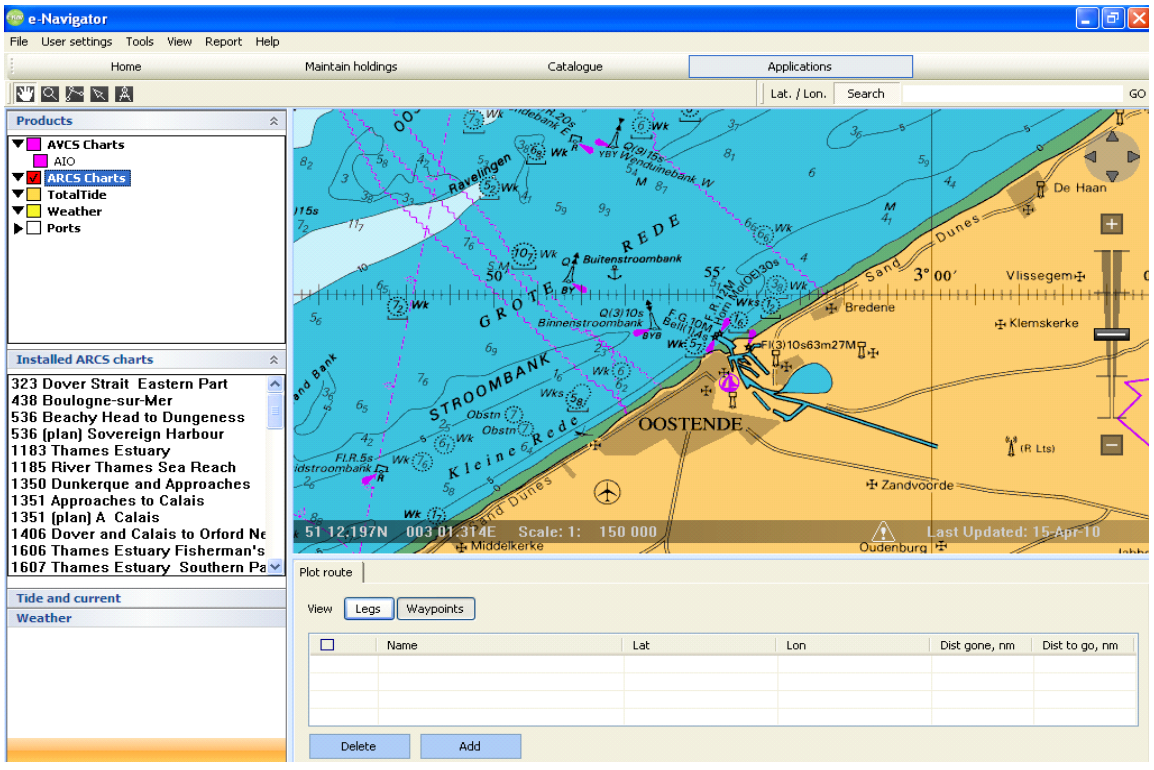
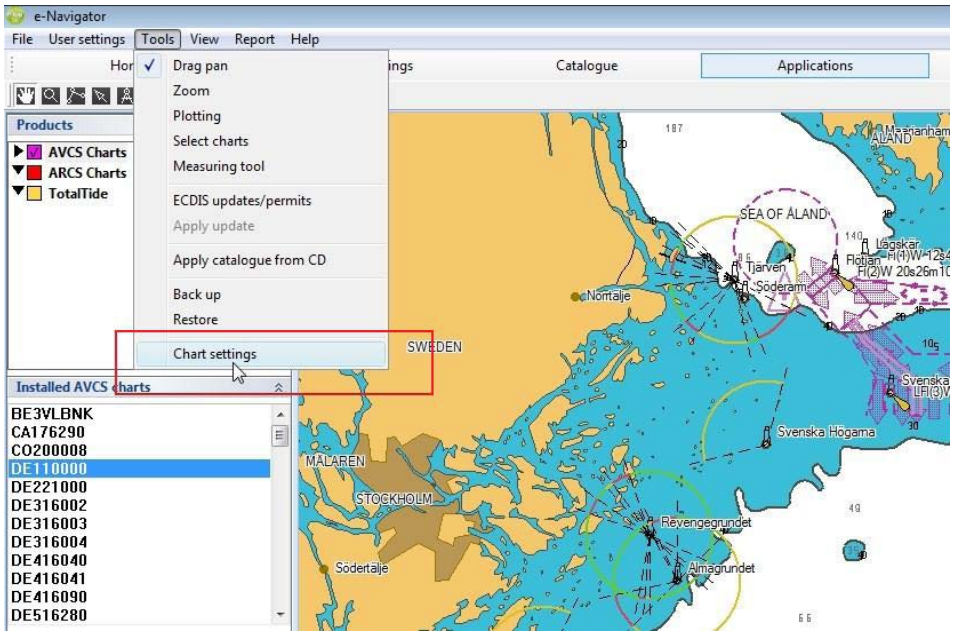
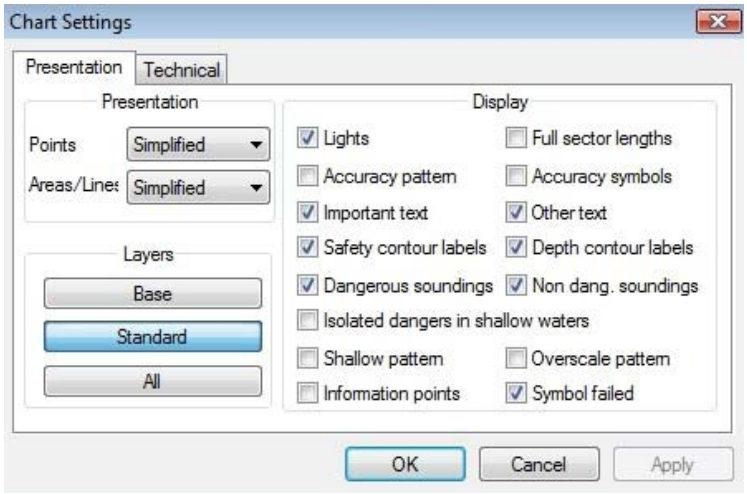


Chart Settings

You can control your chart view in the Applications screen when viewing AVCS. In the 'Tools' menu the 'Chart settings' option will now be active.



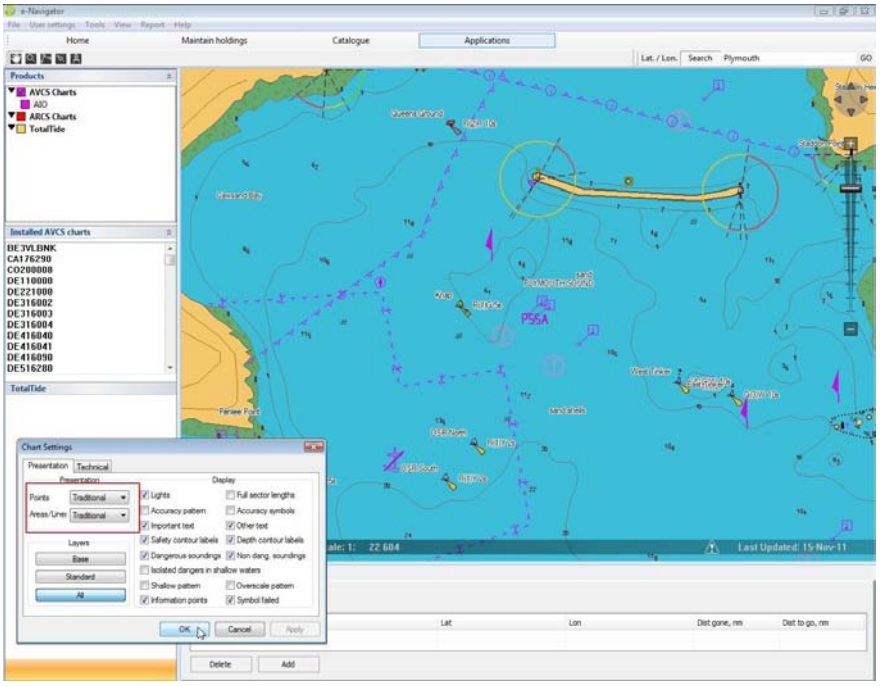
By selecting 'Chart settings' a pop up appears.



The 'Presentation' tab contains settings that can be adjusted by you.

For viewing AVCS ENCs, the presentation settings can be changed between simplified and traditional for point, line and area features in the same way as on your ECDIS. The traditional presentation shows UKHO designed symbols based upon IHO INT 1 symbology that is used on paper charts. This specially designed presentation style has been created to provide the user with an alternative viewing experience within Planning Station. Below is an example of the UKHO traditional presentation. The simplified presentation gives a basic display of buoys and beacons similar to that which may be seen on an ECDIS.

Please Note: *If (AVCS) ENC charts are viewed in Planning Station it is recommended that the display screen resolution is at least 1280 x 1084 pixels. At lower resolutions, the figures representing soundings and contours will appear to be distorted*



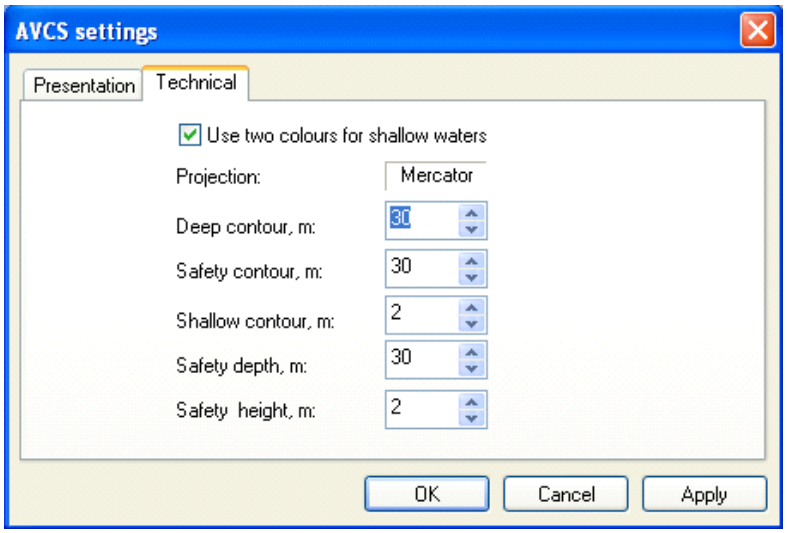
The 'Layers' settings control how much data will be displayed. The options are Base, Standard and All.

- Base Layer: This is the minimum display required for navigation and you should not deselect features from this display layer
- Standard Layer: Displays the base data with additional navigational data
- All Layer: Displays all the navigational data in the ENC

There are also other additional features that the user can control.

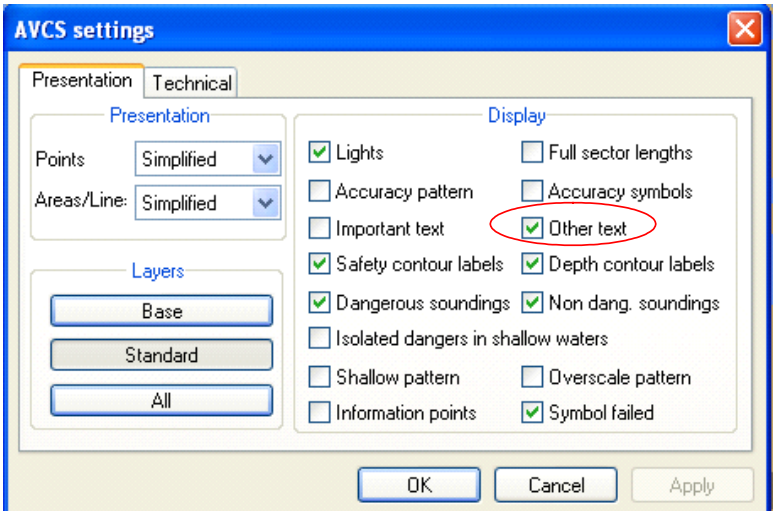
The Display options control a variety of display items in the same way as you would find on a standard ECDIS.

The 'Technical' tab contains contour and safety depth figures. You can change these.



Port Names

You can switch on / off port names on the graphical display in the Maintain Holdings, Catalogue and Applications screens by ticking or un-ticking the 'Other text' box in Chart settings.



Admiralty Information Overlay (AIO)

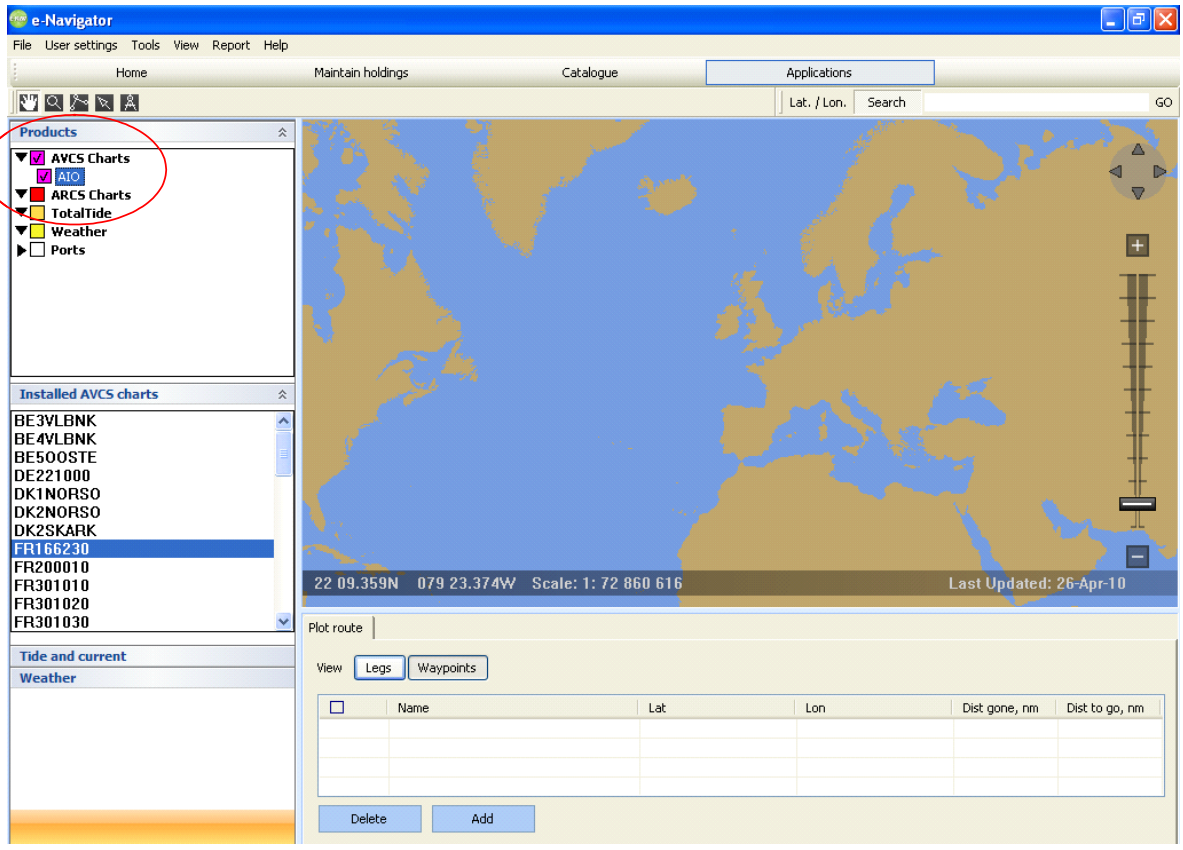
The Admiralty Information Overlay (AIO) provides a standardised, world-wide display of Temporary and Preliminary Notices to Mariners information and is designed to be displayed on top of a standard AVCS ENC chart display. The AIO is designed to be switched on and off from the main user interface without changing the underlying chart.

Only those features relevant to the ENC in use are displayed. As you zoom in or out, Planning Station will automatically select ENCs of the relevant scale and the AIO features relevant to those ENCs will be displayed.

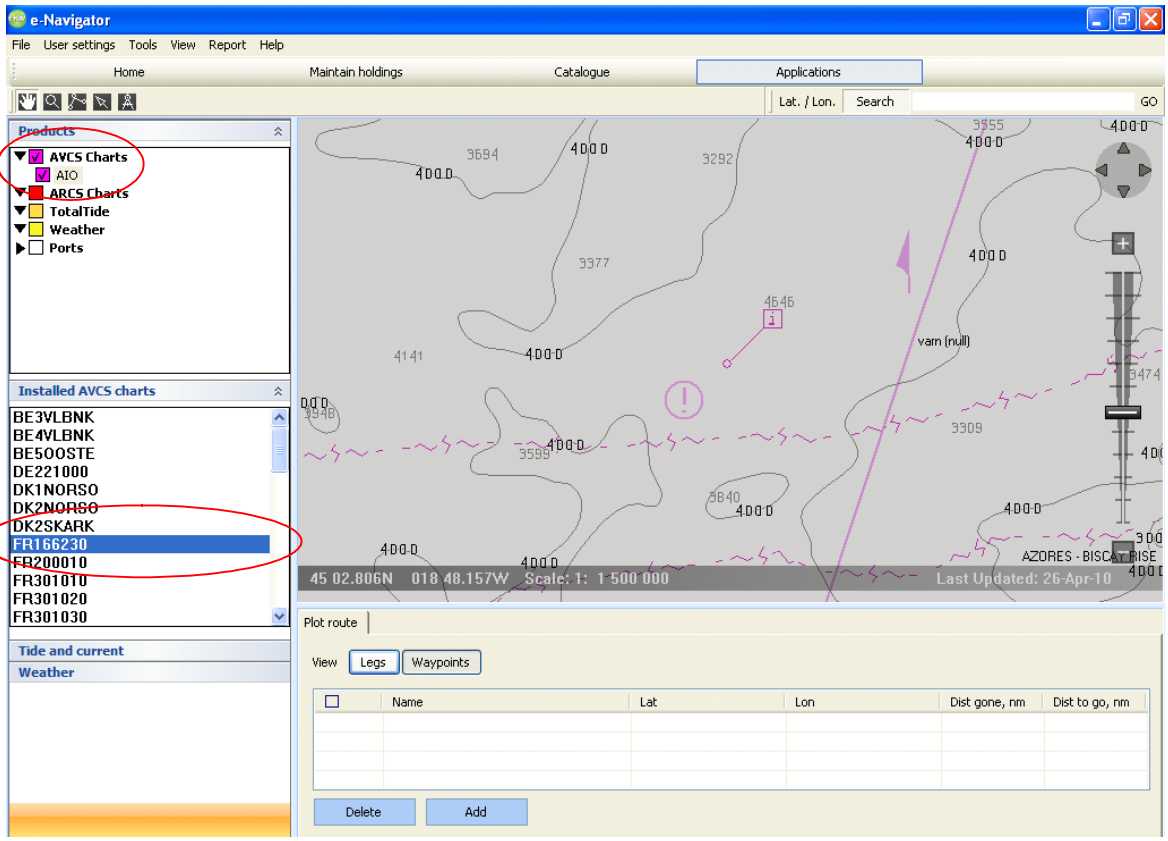
To view the AIO it must have been installed. Please install the AIO by following the process in section Viewing Charts and Applications

Viewing the Admiralty Information Overlay

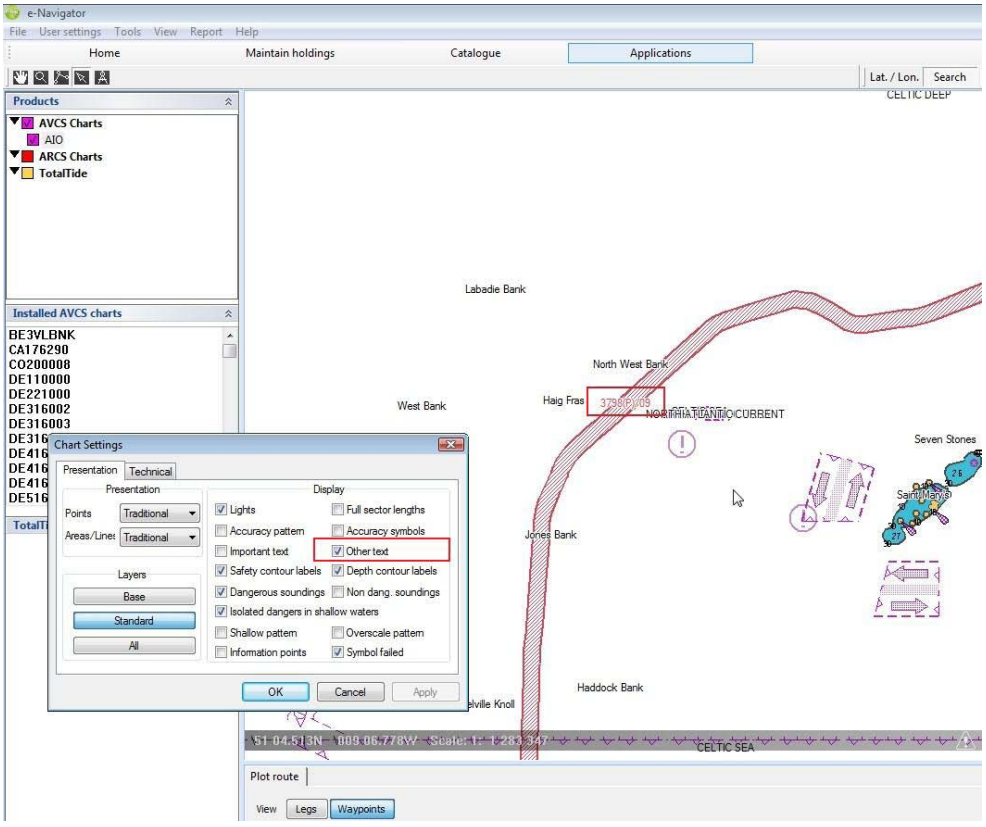
In the Applications Tab, Tick the AVCS and AIO boxes in the 'Products' selection panel.



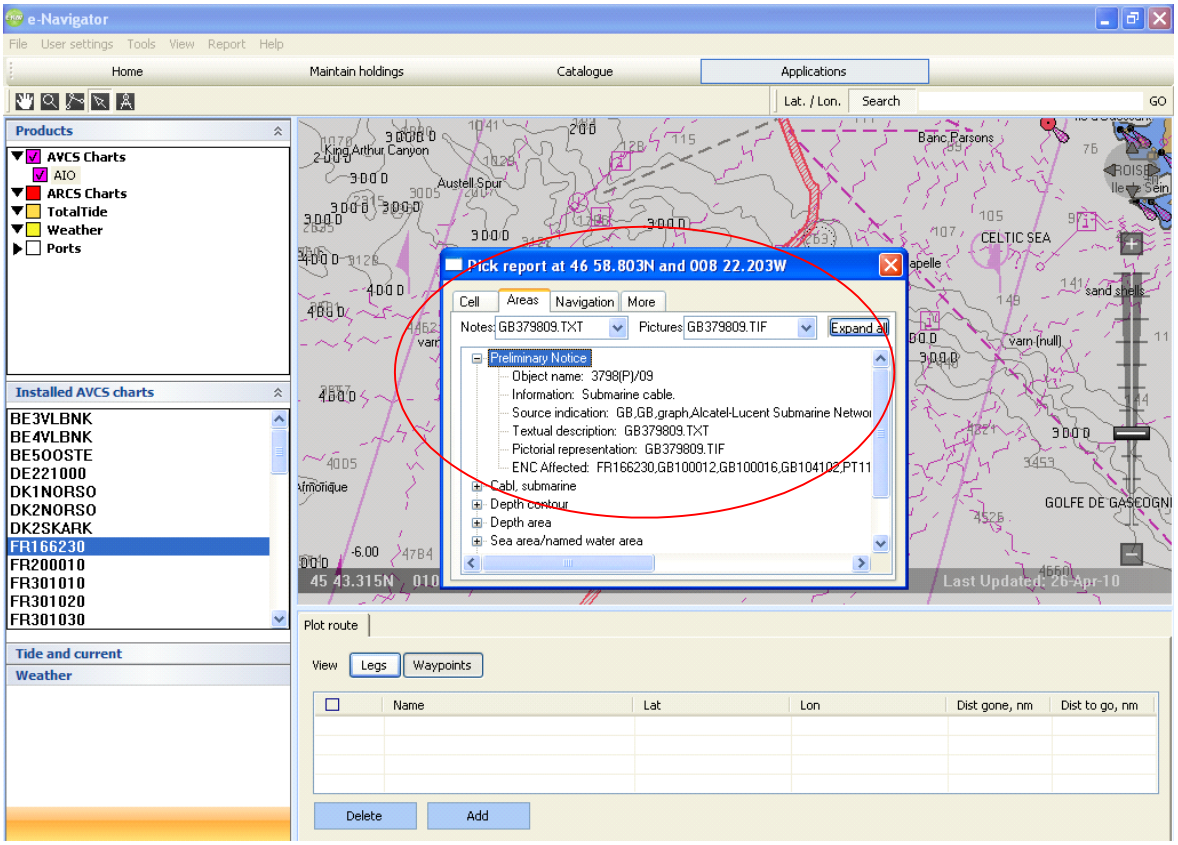
Click on an AVCS chart in the 'Installed AVCS Charts' Tab or use the pan tool to zoom to your desired location.

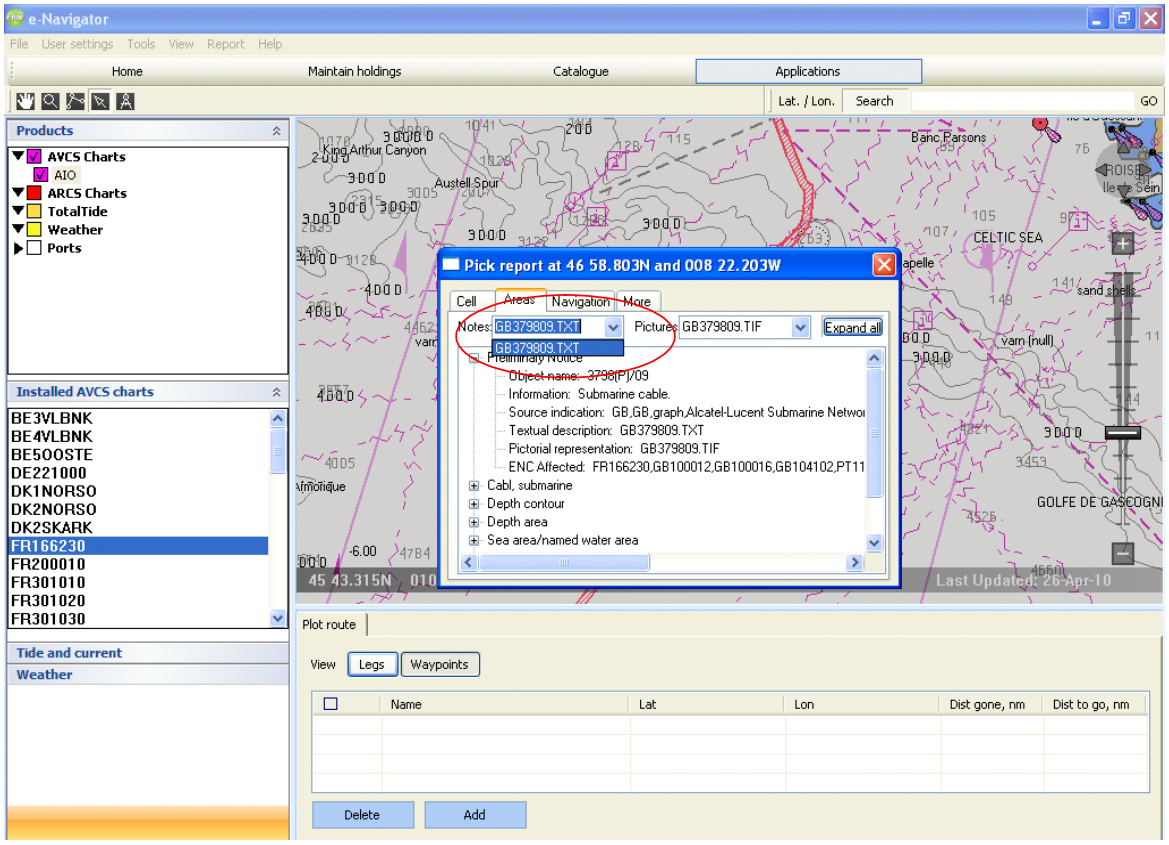


AIO can be viewed in 'Base', 'Standard' or 'All' display mode. The feature descriptions (e.g. T & P Notice numbers) are toggled on / off by ticking 'other text'.

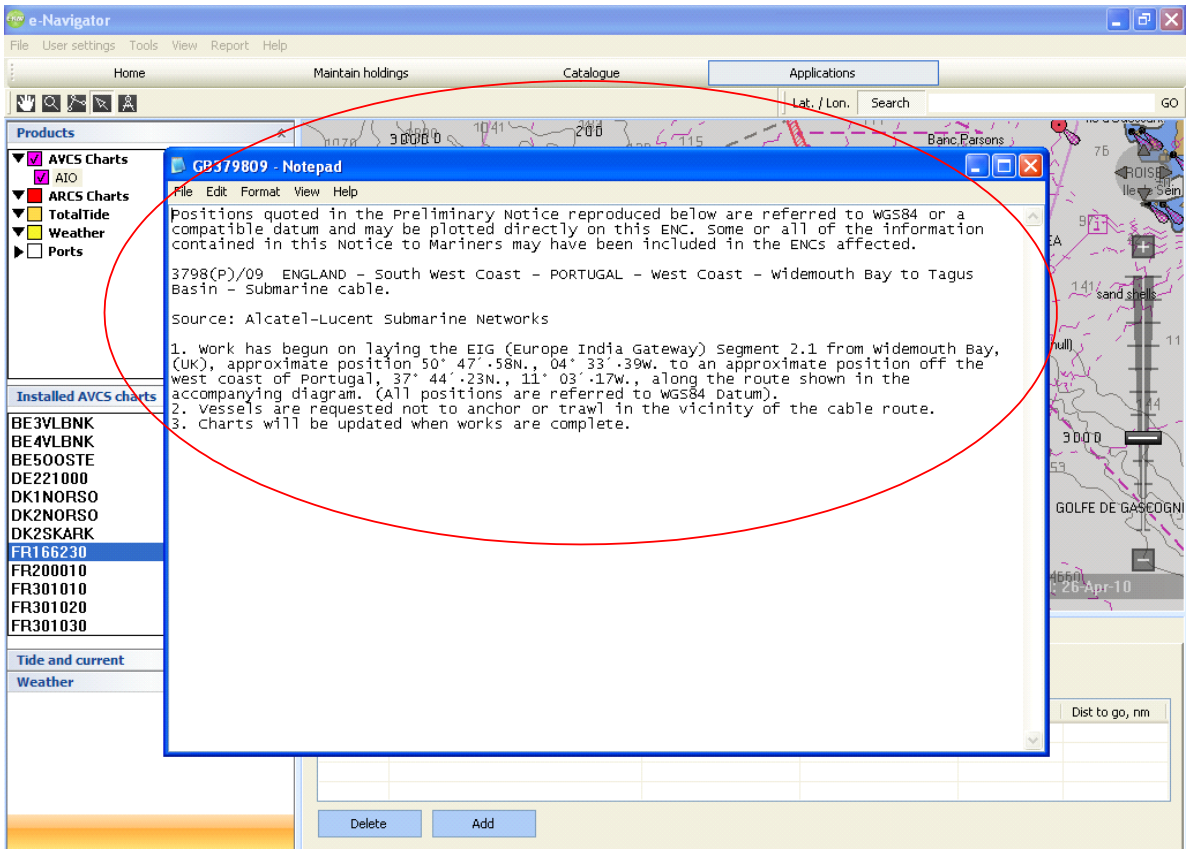


The AIO layer is displayed as red polygons. It is possible to interrogate the feature by using the 'Selection' tool from the tool bar and double clicking anywhere on the polygon. This produces a Pick Report for the geographical position.

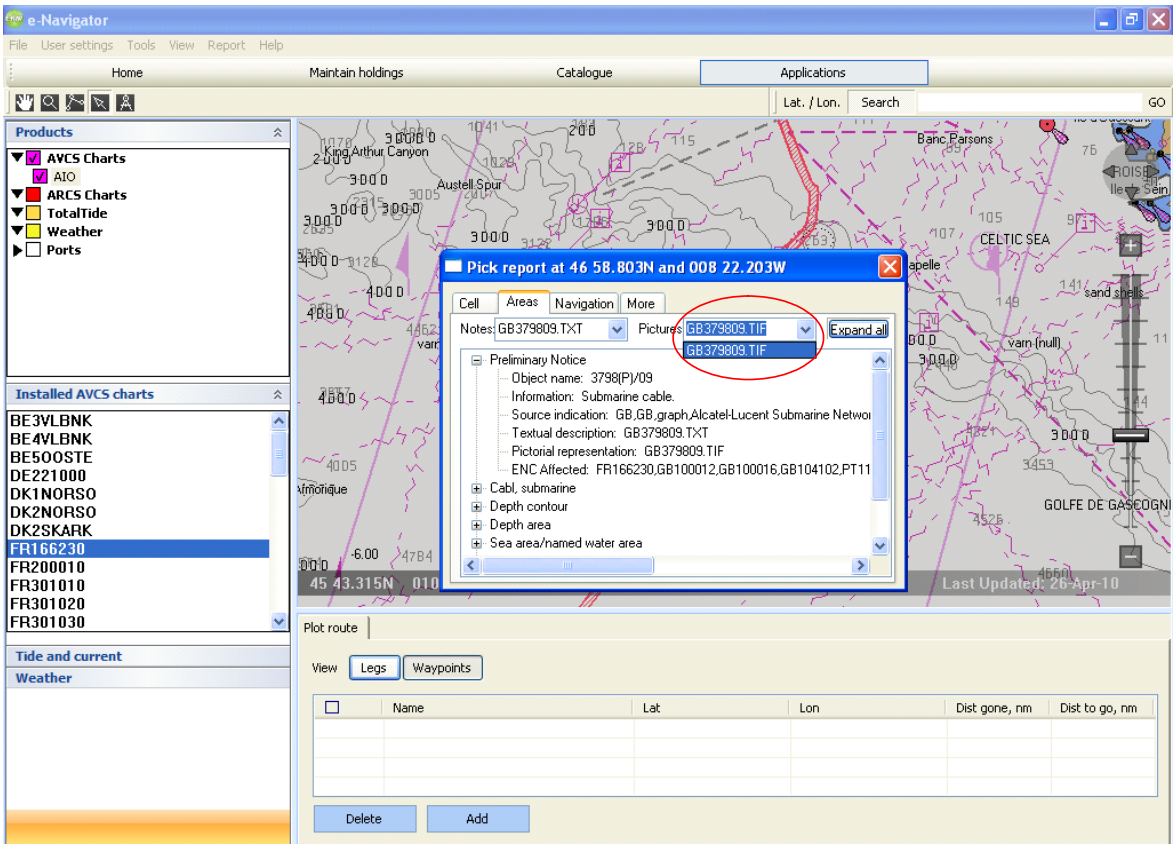




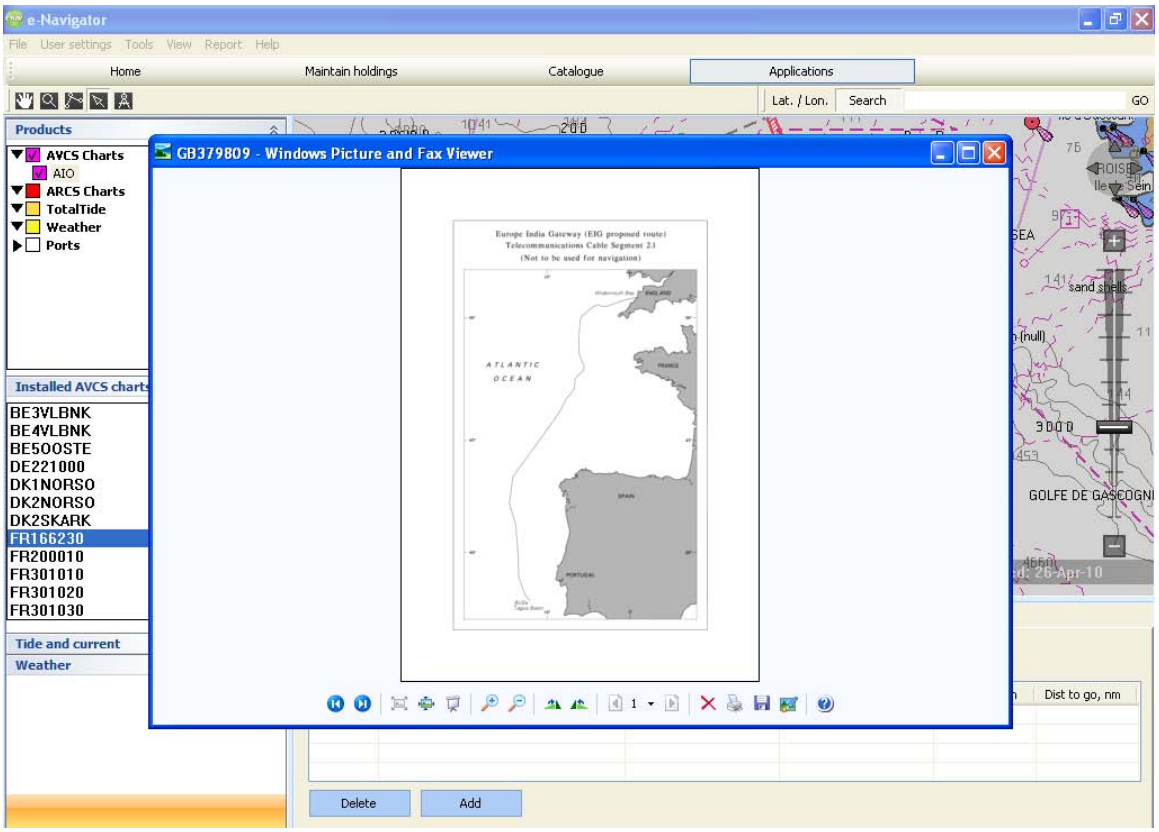
Click on the 'Areas' Tab. The features associated with the geographical position are listed. The Preliminary Notice can be expanded. To read the text file associated with the Preliminary Notice Click on the drop down box next to 'Notes' and click on the text (.txt) file in the drop down.
The text file associated with that Preliminary Notice is displayed. This contains the same information as the Admiralty Notices to Mariners.


e-Navigator
File User settings Tools View Report Help
Home Maintain holdings Catalogue Applications
Lat. / Lon. Search GO
Products
AVCS Charts
AIO
ARCS Charts
TotalTide
Weather
Ports
GB379809 - Notepad
File Edit Format View Help
Positions quoted in the Preliminary Notice reproduced below are referred to WGS84 or a compatible datum and may be plotted directly on this ENC. Some or all of the information contained in this Notice to Mariners may have been included in the ENCs affected.
3798(P)/09 ENGLAND - South West Coast - PORTUGAL - West Coast - Widemouth Bay to Tagus Basin - Submarine cable.
Source: Alcatel-Lucent Submarine Networks
1. Work has begun on laying the EIG (Europe India Gateway) Segment 2.1 from Widemouth Bay, (UK), approximate position 50° 47'·58N., 04° 33'·39W. to an approximate position off the west coast of Portugal, 37° 44'·23N., 11° 03'·17W., along the route shown in the accompanying diagram. (All positions are referred to WGS84 Datum).
2. Vessels are requested not to anchor or trawl in the vicinity of the cable route.
3. Charts will be updated when works are complete.
Installed AVCS charts
BE3VLBNK
BE4VLBNK
BE5OOSTE
DE221000
DK1NORSO
DK2NORSO
DK2SKARK
FR166230
FR200010
FR301010
FR301020
FR301030
Tide and current
Weather
Dist to go, nm
Delete
Add

There may also be a picture associated with that notice which can be viewed by clicking on the drop down menu next to 'Pictures' and select the .tif file associated with that notice.



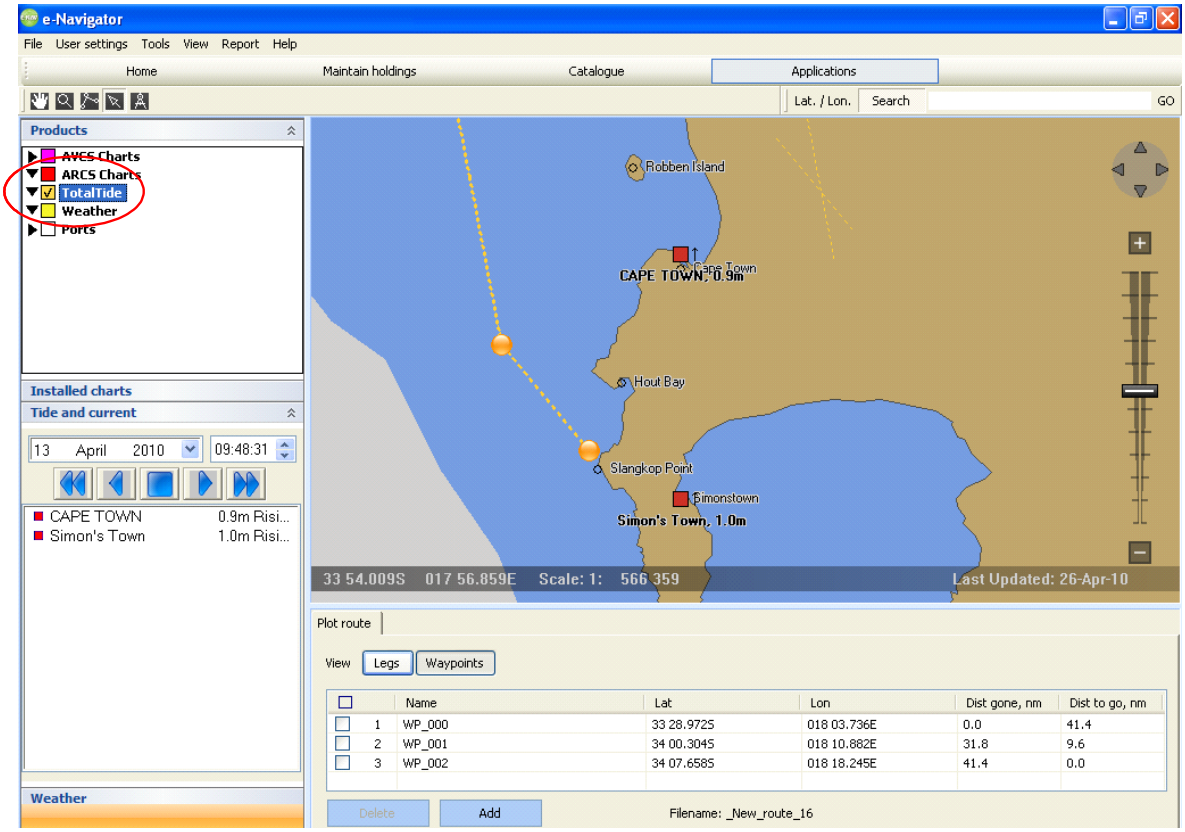
Click on the drop down .TIF file, a picture viewer opens with the graphical information related to that notice.



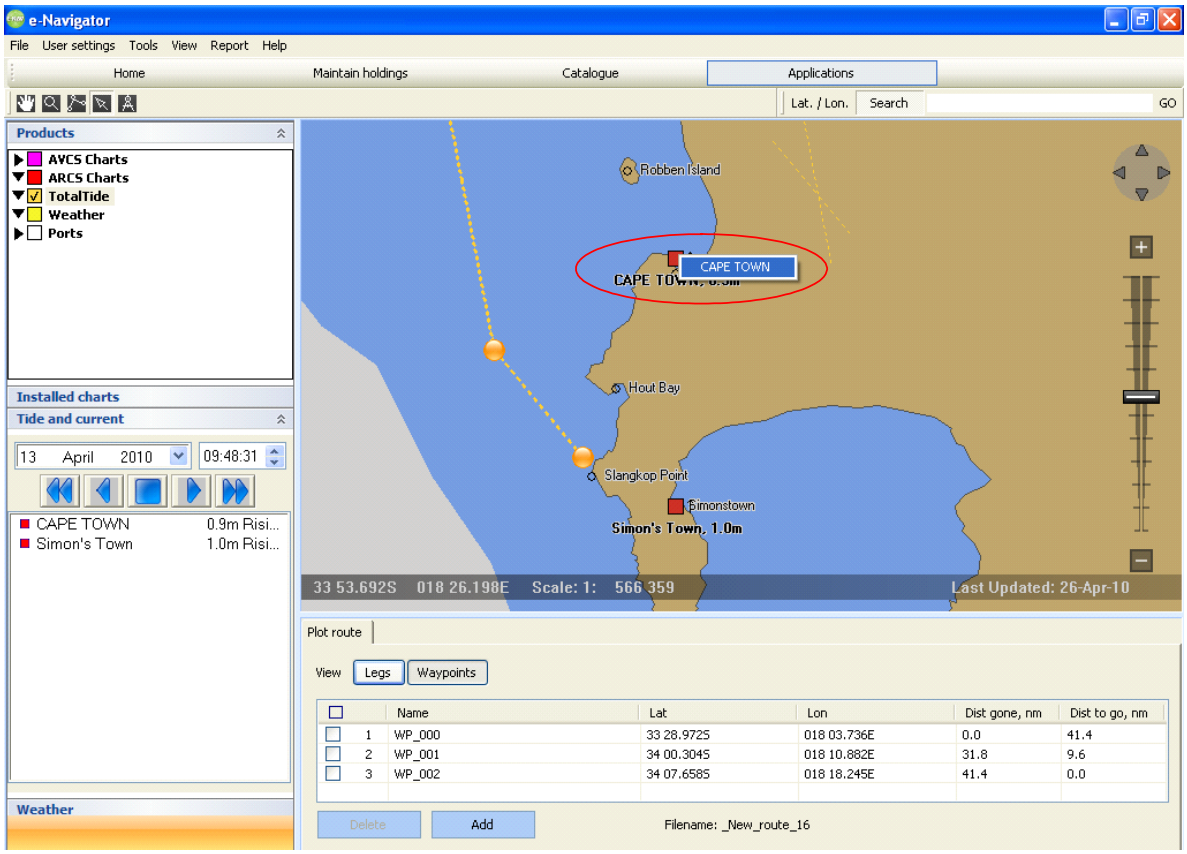
Admiralty TotalTide

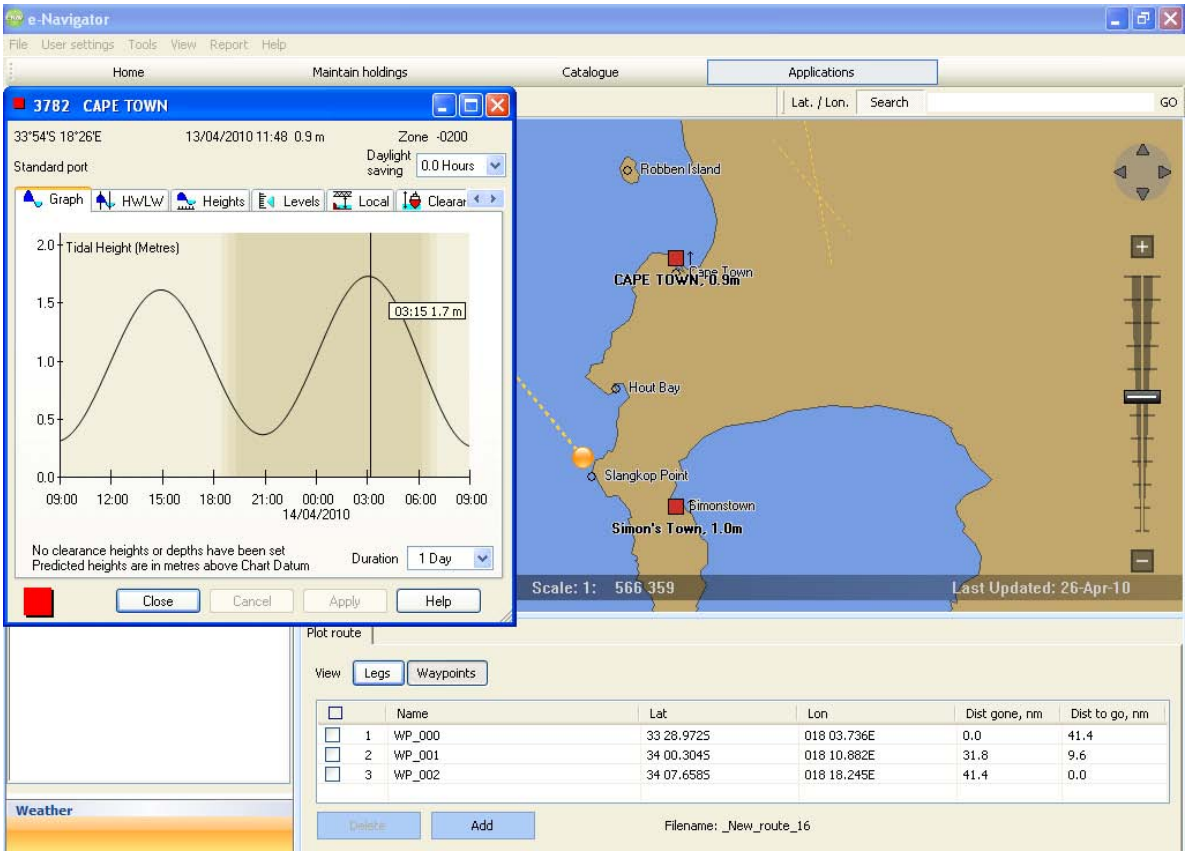
If TotalTide is installed and activated on the same PC that you have installed Planning Station on, it will display in the Applications screen of e-Navigator.

To view TotalTide data, using the graphical display, zoom to an area you would like look at. Tick the box 'TotalTide' in the 'Products Selection Panel'. You may need to zoom in further as TotalTide only shown at larger scales.



To view data for a particular port, right click on the coloured box next to the port name, select the port.





The TotalTide data displays as a pop up. For further information on TotalTide functionality please see the TotalTide User Manual. Which can be accessed by clicking on the 'Help' button within the TotalTide application.

Viewing Non - Admiralty Applications

Links to the following applications only show if they are installed.

Weather

The weather application is a subscription service. Refer to your Weather User Manual or speak to your Admiralty Chart Agent about weather services. It is activated by ticking the 'Weather box' in the Applications screen.

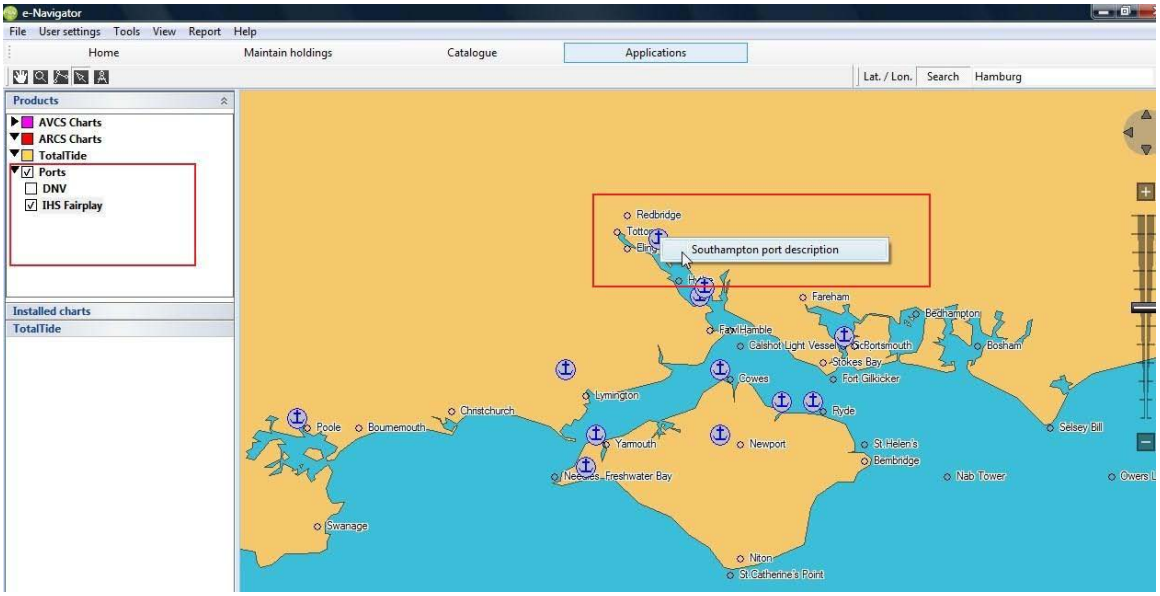
DNV Port Database

The DNV Port Database application is a subscription Service. Refer to your DNV Port Database User Manual to install and activate your application.

IHS Fairplay

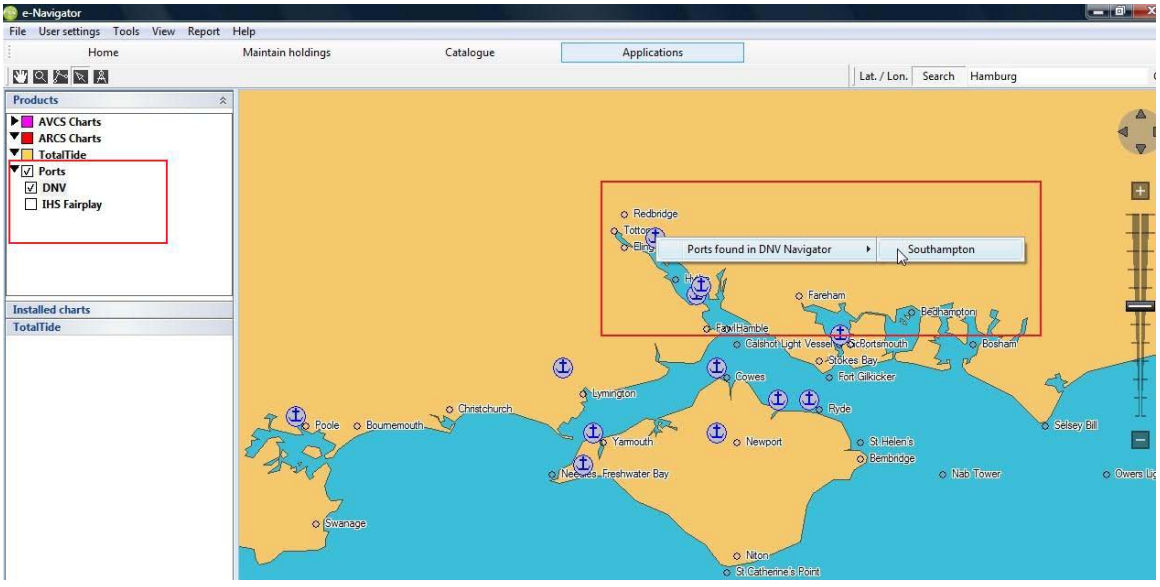
The IHS Fairplay application is a subscription service which displays the ports on the world map in the graphical display. Refer to your IHS Fairplay User Manual for installation and activation information.

To launch the applications expand the 'Port' option in the 'Products' side menu, then in the graphic display right click on the anchor symbol and click on the desired port:



DNV Navigator or IHS fairplay will launch if you have a licence to use the products.

Refer to your DNV or IHS fairplay User Manuals for information on the functionality of the applications.



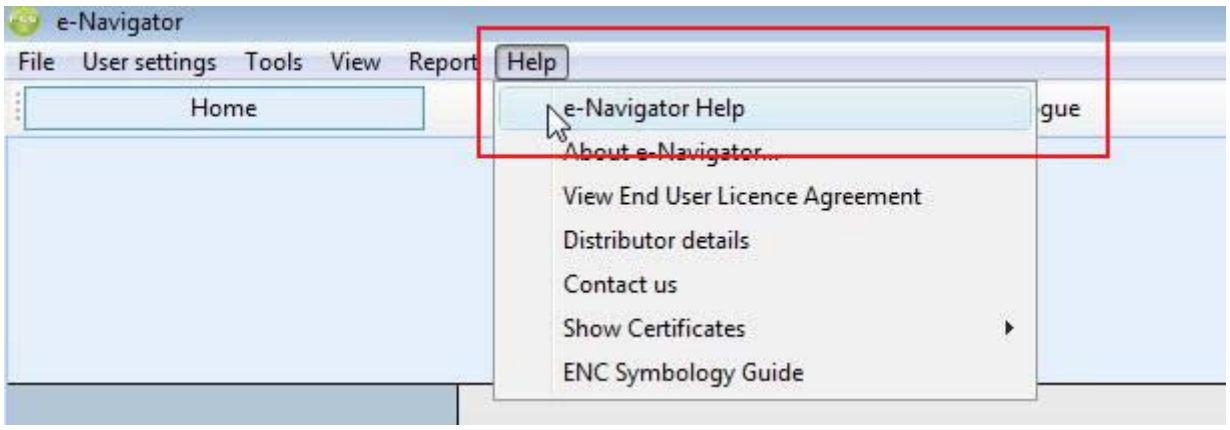
Getting Help and Support

Help and Technical support for Planning Station is provided in the first instance by your Admiralty Chart Agent.

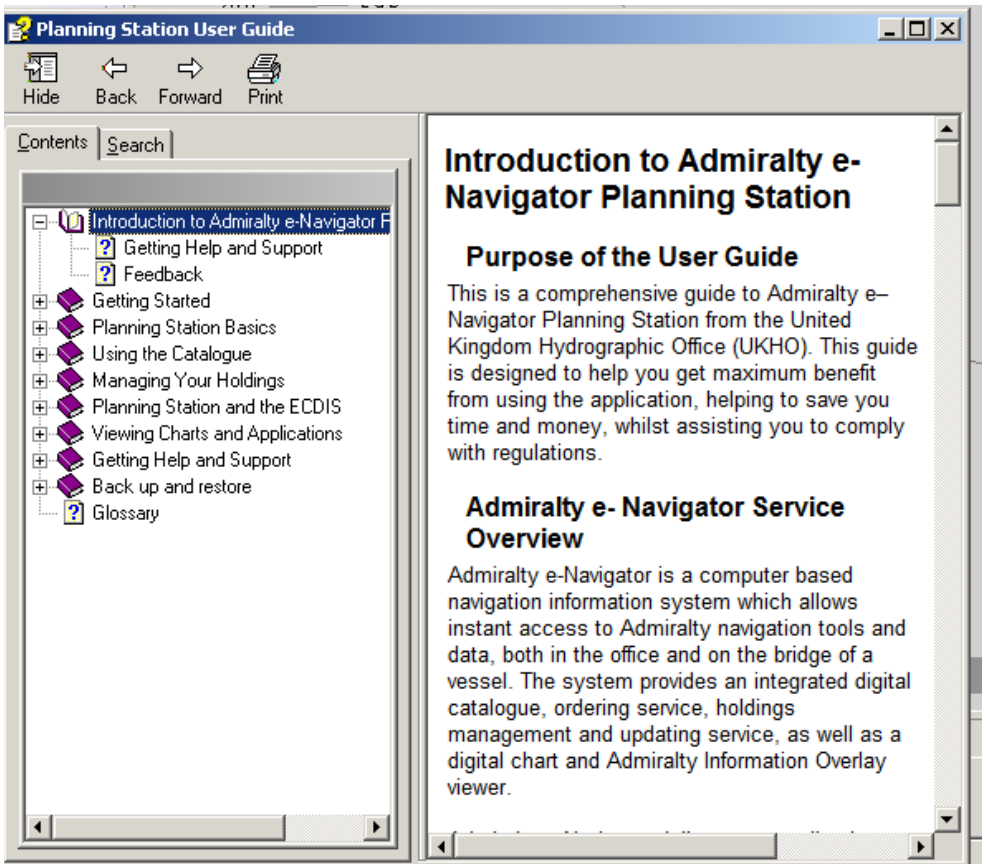
Help

The Help tool in the Planning Station application can be found by selecting:

Help > e-Navigator Help from the main menu.

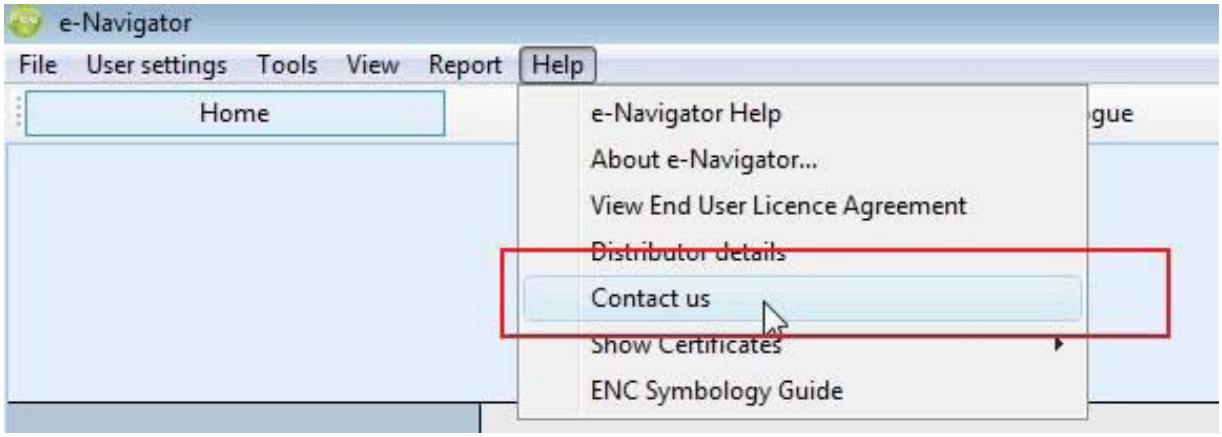


Selecting e-Navigator Help opens up a pop up box which contains the Planning Station User Guide.

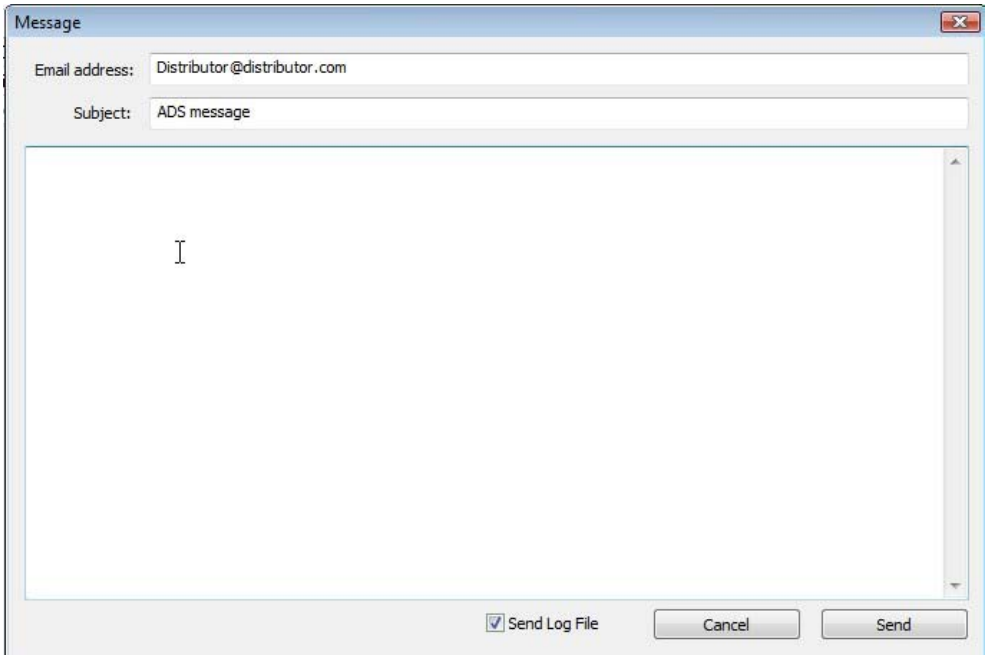

Planning Station User Guide
Hide
Back
Forward
Print
Contents
Search
Introduction to Admiralty e-Navigator F
Getting Help and Support
Feedback
Getting Started
Planning Station Basics
Using the Catalogue
Managing Your Holdings
Planning Station and the ECDIS
Viewing Charts and Applications
Getting Help and Support
Back up and restore
Glossary
Introduction to Admiralty e-Navigator Planning Station
Purpose of the User Guide
This is a comprehensive guide to Admiralty e–Navigator Planning Station from the United Kingdom Hydrographic Office (UKHO). This guide is designed to help you get maximum benefit from using the application, helping to save you time and money, whilst assisting you to comply with regulations.
Admiralty e- Navigator Service Overview
Admiralty e-Navigator is a computer based navigation information system which allows instant access to Admiralty navigation tools and data, both in the office and on the bridge of a vessel. The system provides an integrated digital catalogue, ordering service, holdings management and updating service, as well as a digital chart and Admiralty Information Overlay viewer.

Support

You can contact your Distributor via the Planning Station application sending by selecting:
Help > e-Navigator Help > Contact us



Selecting 'Contact us' opens an enquiry box which can be completed and sent to your distributor.



The email address defaults to your Digital Distributor. This can be overtyped if you wish to send the enquiry to the Shipping Company or elsewhere.

The 'Send Log File' option defaults to ticked. This will send a copy of the Digital Services Log which contains all the details of the replies from Fleet Manager. This file is only required if the query is about Planning Station, if not deselect the 'Send Log File' to reduce the transmission size.

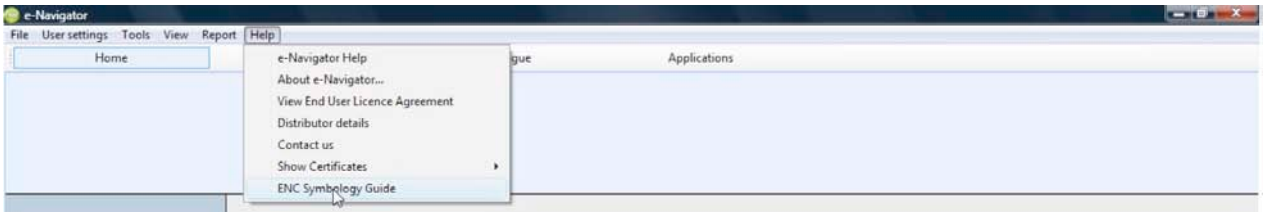
Alternatively please refer to the UKHO website www.ukho.gov.uk. for help and support or contact UKHO Customer Services:

Tel. No. +44 (0) 1823 723 366 (direct line)
Fax. No. +44 (0) 1823 330 561

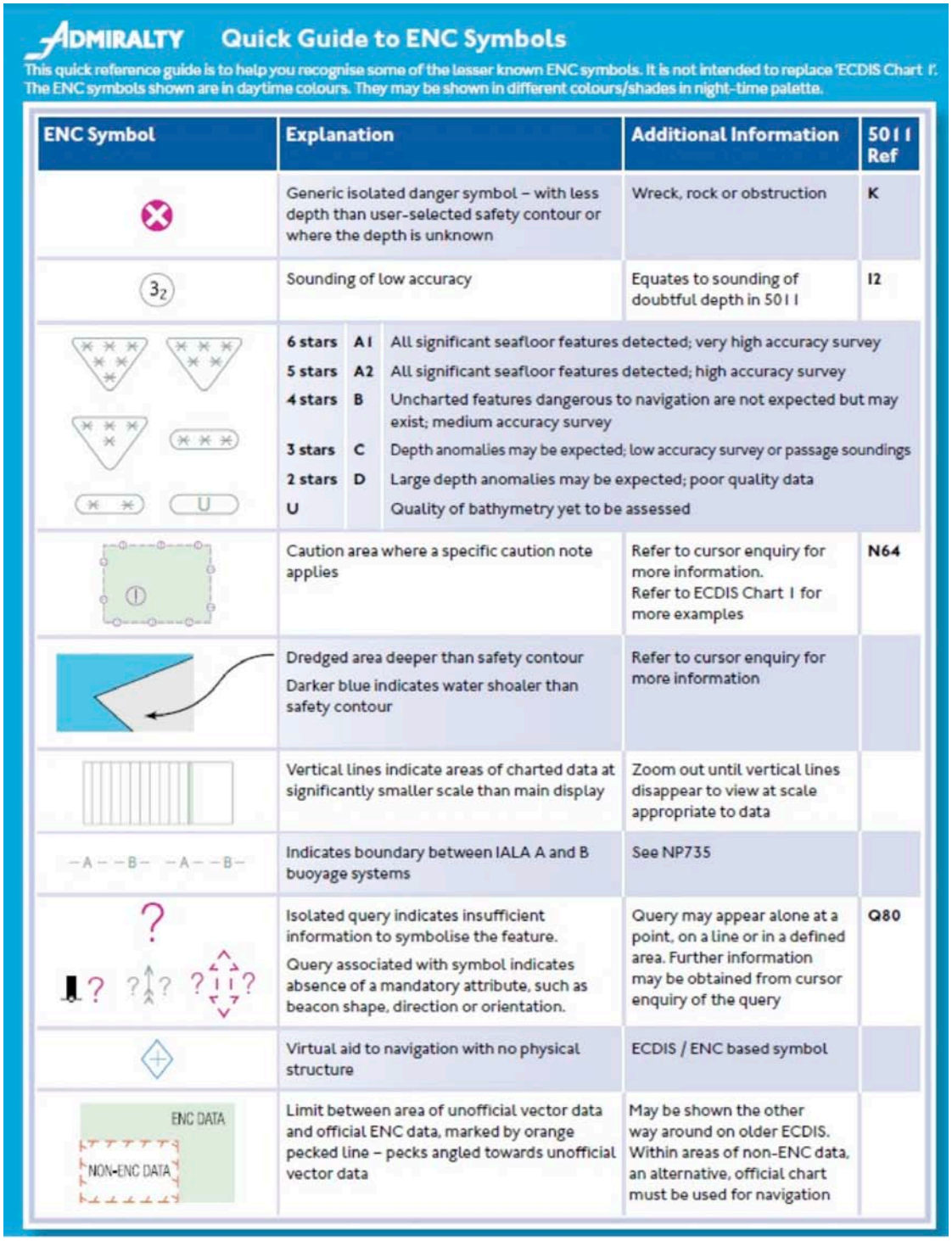
email customerservices@ukho.gov.uk using the 'Contact us' facility.

The Quick Guide to ENC Symbols

A copy of the Admiralty Quick Guide to ENC Symbols can be viewed from within Planning Station by selecting: Help > ENC Symbology Guide.



This guide will help in the recognition of the lesser known ENC symbols.



ADMIRALTY **Quick Guide to ENC Symbols**

This quick reference guide is to help you recognise some of the lesser known ENC symbols. It is not intended to replace 'ECDIS Chart 1'. The ENC symbols shown are in daytime colours. They may be shown in different colours/shades in night-time palette.

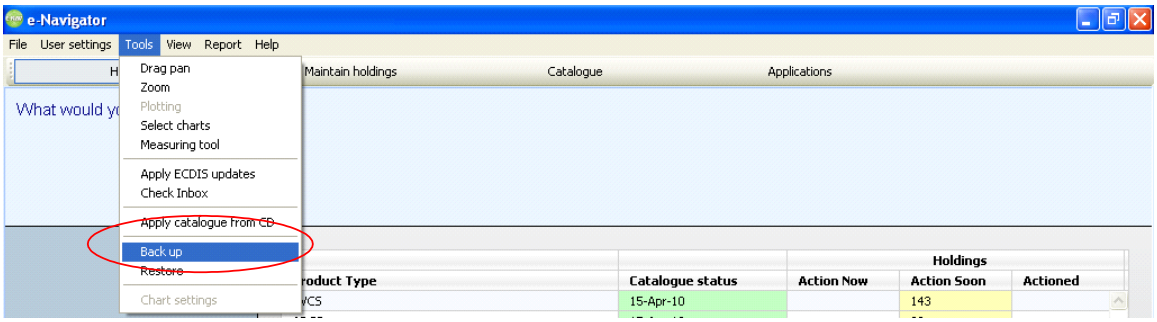
ENC Symbol	Explanation	Additional Information	5011 Ref
	Generic isolated danger symbol – with less depth than user-selected safety contour or where the depth is unknown	Wreck, rock or obstruction	K
3_2	Sounding of low accuracy	Equates to sounding of doubtful depth in 5011	I2
U	6 stars A1 All significant seafloor features detected; very high accuracy survey 5 stars A2 All significant seafloor features detected; high accuracy survey 4 stars B Uncharted features dangerous to navigation are not expected but may exist; medium accuracy survey 3 stars C Depth anomalies may be expected; low accuracy survey or passage soundings 2 stars D Large depth anomalies may be expected; poor quality data U Quality of bathymetry yet to be assessed		
①	Caution area where a specific caution note applies	Refer to cursor enquiry for more information. Refer to ECDIS Chart 1 for more examples	N64
	Dredged area deeper than safety contour Darker blue indicates water shoaler than safety contour	Refer to cursor enquiry for more information	
	Vertical lines indicate areas of charted data at significantly smaller scale than main display	Zoom out until vertical lines disappear to view at scale appropriate to data	
–A––B– –A––B–	Indicates boundary between IALA A and B buoyage systems	See NP735	
?	Isolated query indicates insufficient information to symbolise the feature. Query associated with symbol indicates absence of a mandatory attribute, such as beacon shape, direction or orientation.	Query may appear alone at a point, on a line or in a defined area. Further information may be obtained from cursor enquiry of the query	Q80
	Virtual aid to navigation with no physical structure	ECDIS / ENC based symbol	
ENC DATA NON-ENC DATA	Limit between area of unofficial vector data and official ENC data, marked by orange pecked line – pecks angled towards unofficial vector data	May be shown the other way around on older ECDIS. Within areas of non-ENC data, an alternative, official chart must be used for navigation	

Back up and restore

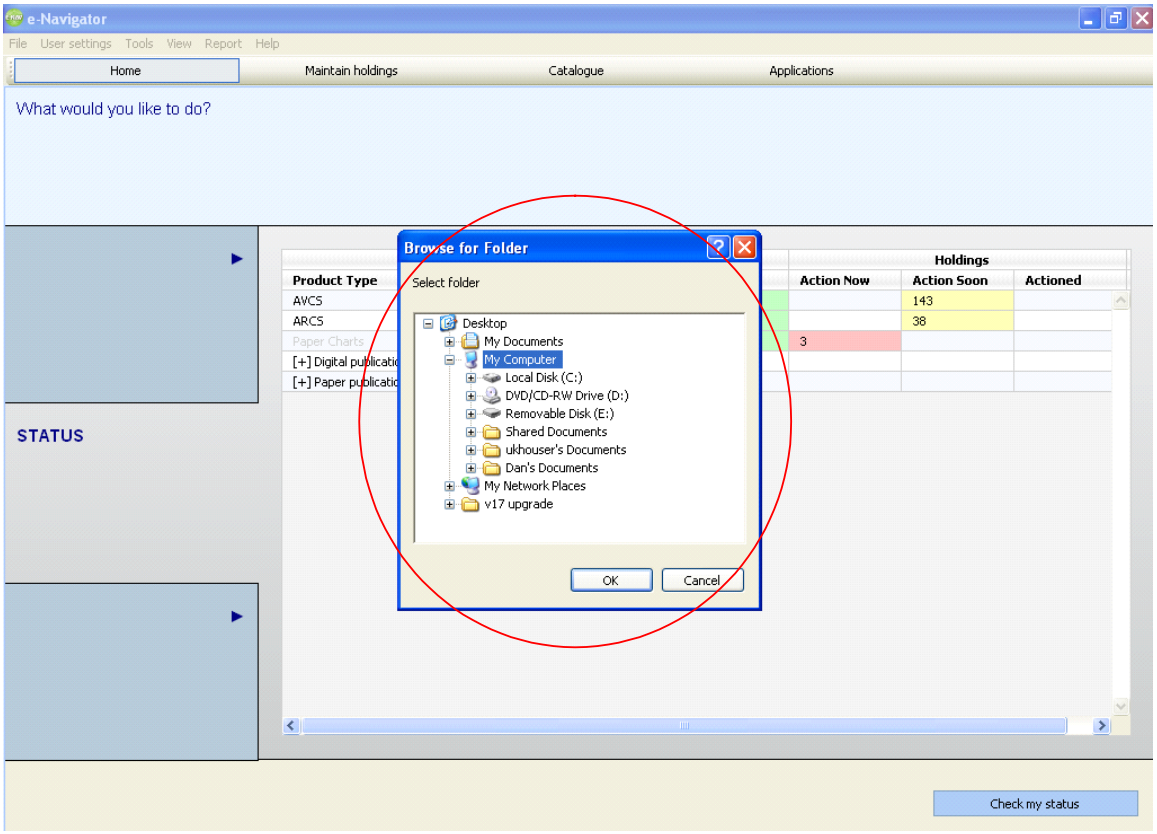
Backing up

On activation, holdings and permits are automatically downloaded from Fleet Manager to Planning Station; any subsequent purchases are recorded by Fleet Manager, so if re-activation is needed it will show the latest state of your holdings.

We would also recommend that you frequently use the 'Back up' function within the Tools menu:



Choose a location to store your back up files and click 'OK', this can be removable media.



We would recommend that you save a holding file on a regular basis see the section 'Saving a holdings file'.

What is backed up

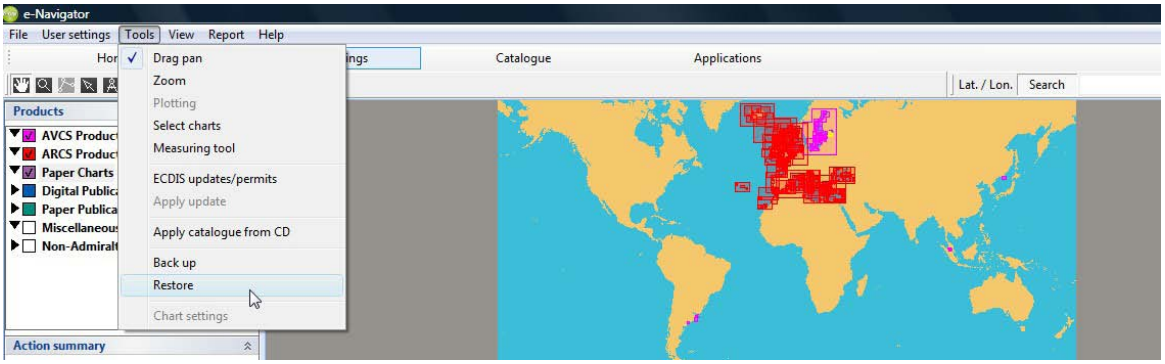
The 'Back up' function creates a zip file which backs up the 'Mariner Data' and the 'ECDIS User Data' folders.

Route and Basket files you have created are backed up along with the catalogue, and your permits. User settings such as Default route or subscription settings are not saved as part of the back up.

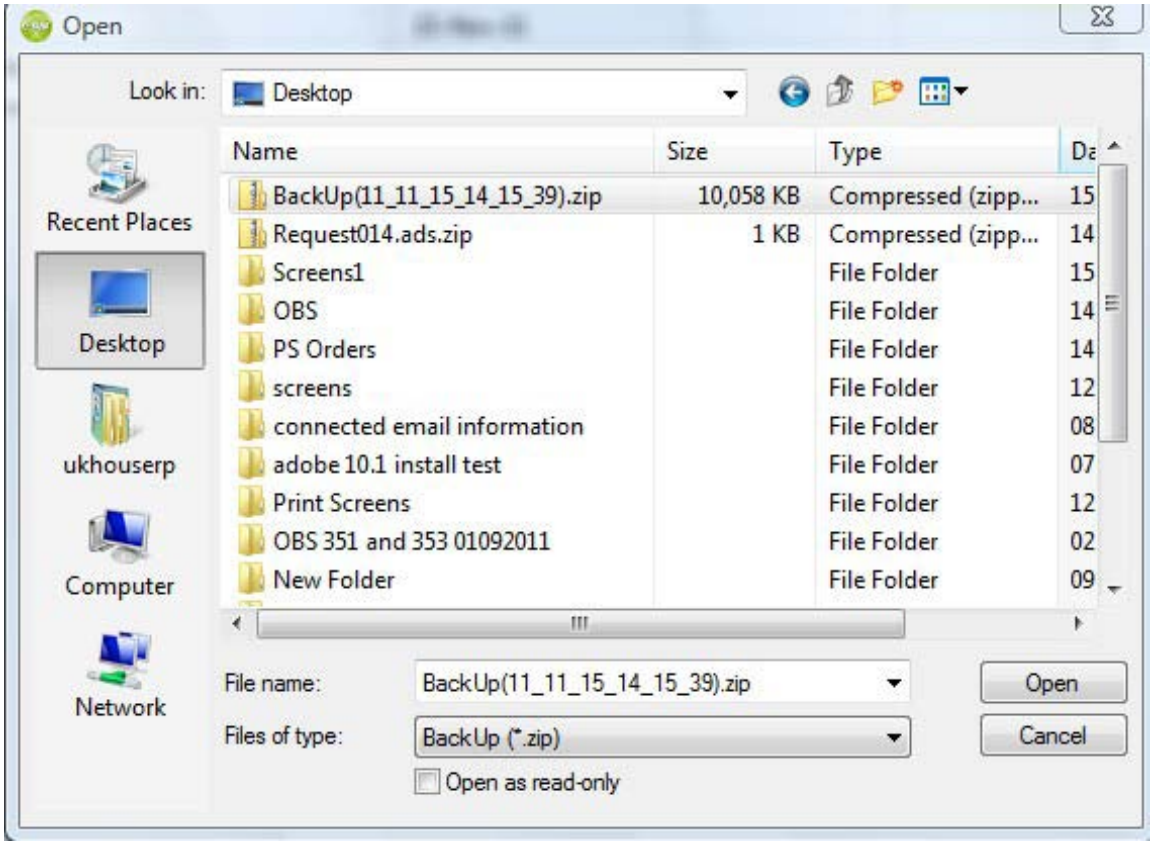
The installed charts are not backed up so if you are required to re-install the application, base data CD's would need to be re-loaded.

Restore

To restore, open Planning Station and select 'Tools' > 'Restore'.



Browse to the location of the saved back up ZIP file, and then click open.



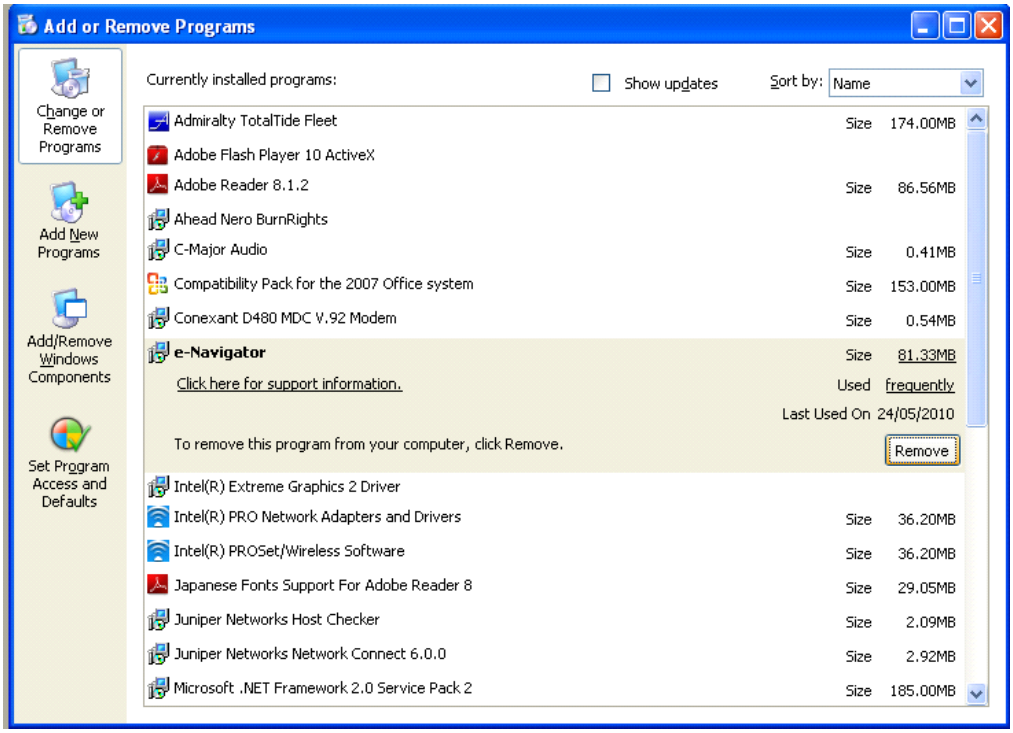
Your files will now be automatically restored to the point at which they were backed up. Any changes made after a back up will have been lost.

Un-installing Planning Station

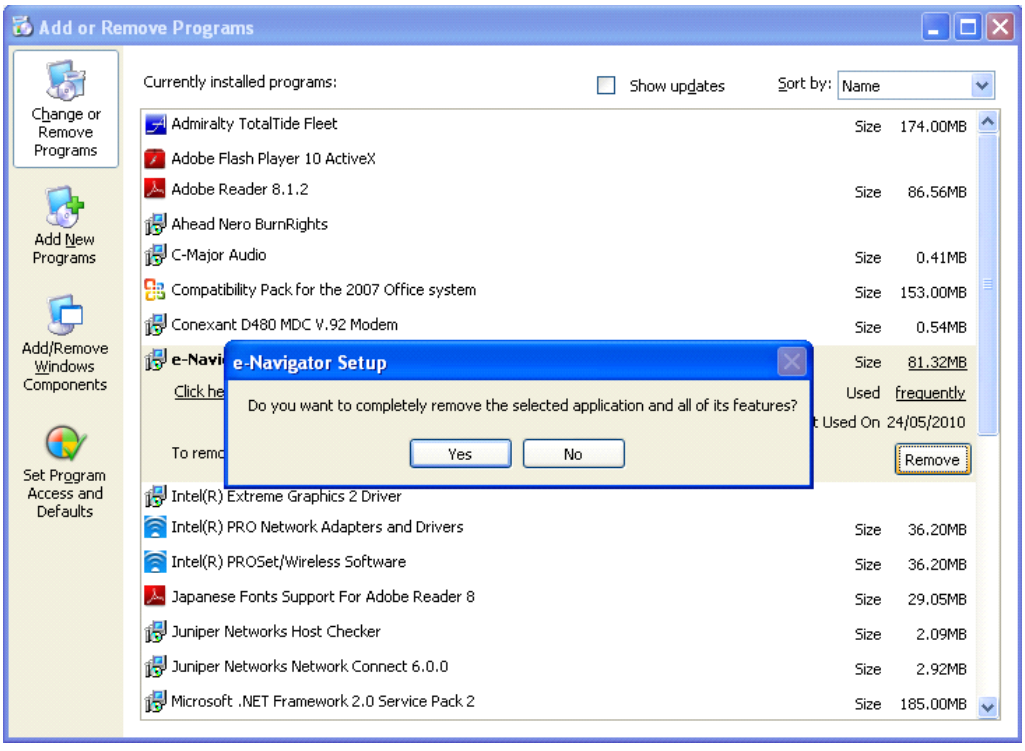
To un-install e-Navigator Planning Station, first exit the application;

In the Windows Start Menu, click on Settings > Control Panel > Add or Remove Programs;

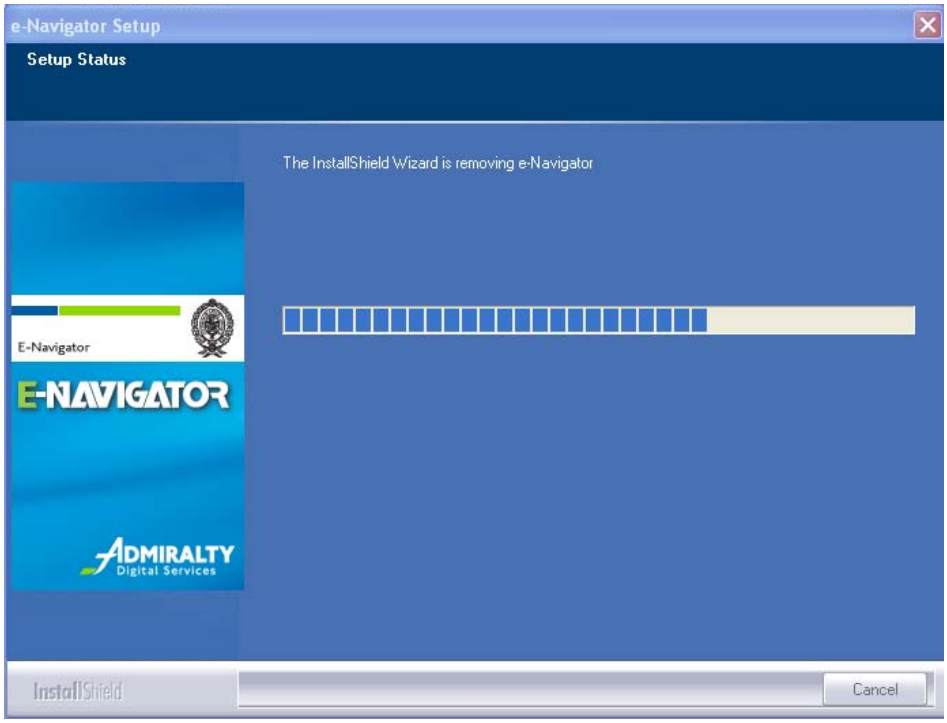
- Locate e-Navigator
- Click on 'e-Navigator' to open up further details


Add or Remove Programs
Currently installed programs:
Show updates
Sort by: Name
Change or Remove Programs
Add New Programs
Add/Remove Windows Components
Set Program Access and Defaults
Admiralty TotalTide Fleet Size 174.00MB
Adobe Flash Player 10 ActiveX
Adobe Reader 8.1.2 Size 86.56MB
Ahead Nero BurnRights
C-Major Audio Size 0.41MB
Compatibility Pack for the 2007 Office system Size 153.00MB
Conexant D480 MDC V.92 Modem Size 0.54MB
e-Navigator Size 81.33MB
Click here for support information. Used frequently
Last Used On 24/05/2010
To remove this program from your computer, click Remove.
Remove
Intel(R) Extreme Graphics 2 Driver
Intel(R) PRO Network Adapters and Drivers Size 36.20MB
Intel(R) PROSet/Wireless Software Size 36.20MB
Japanese Fonts Support For Adobe Reader 8 Size 29.05MB
Juniper Networks Host Checker Size 2.09MB
Juniper Networks Network Connect 6.0.0 Size 2.92MB
Microsoft .NET Framework 2.0 Service Pack 2 Size 185.00MB

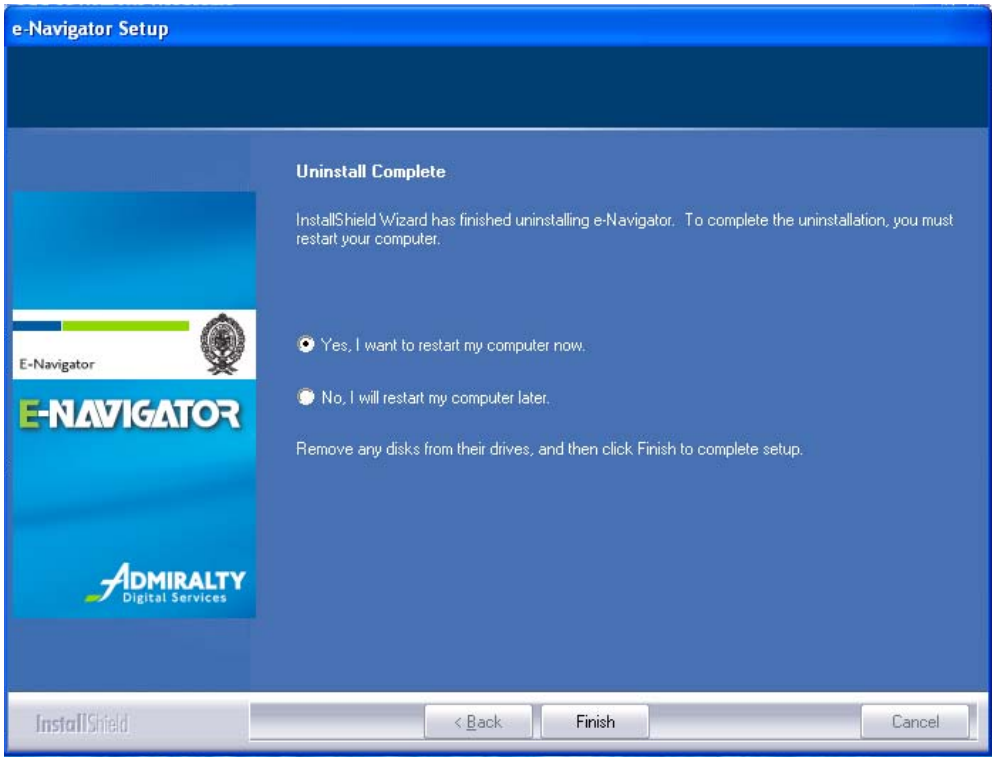
- Click the 'Remove' button
- A pop up box appears asking if you want to remove the application and all of its features


Add or Remove Programs
Currently installed programs:
Show updates
Sort by: Name
Change or Remove Programs
Add New Programs
Add/Remove Windows Components
Set Program Access and Defaults
Admiralty TotalTide Fleet Size 174.00MB
Adobe Flash Player 10 ActiveX
Adobe Reader 8.1.2 Size 86.56MB
Ahead Nero BurnRights
C-Major Audio Size 0.41MB
Compatibility Pack for the 2007 Office system Size 153.00MB
Conexant D480 MDC V.92 Modem Size 0.54MB
e-Navigator Setup
Do you want to completely remove the selected application and all of its features?
Yes
No
Size 81.32MB
Used frequently
Used On 24/05/2010
Remove
Intel(R) Extreme Graphics 2 Driver
Intel(R) PRO Network Adapters and Drivers Size 36.20MB
Intel(R) PROSet/Wireless Software Size 36.20MB
Japanese Fonts Support For Adobe Reader 8 Size 29.05MB
Juniper Networks Host Checker Size 2.09MB
Juniper Networks Network Connect 6.0.0 Size 2.92MB
Microsoft .NET Framework 2.0 Service Pack 2 Size 185.00MB

- Click the 'Yes' button
- The InstallShield Wizard will remove Planning Station.



- When the un-install Wizard completes, it will request that you restart your computer
- Click 'Yes, I want to restart my computer now'
- Click 'Finish'


e-Navigator Setup
Uninstall Complete
InstallShield Wizard has finished uninstalling e-Navigator. To complete the uninstallation, you must restart your computer.
Yes, I want to restart my computer now.
No, I will restart my computer later.
Remove any disks from their drives, and then click Finish to complete setup.
E-Navigator
E-NAVIGATOR
ADMIRALTY
Digital Services
InstallShield
< Back
Finish
Cancel

Re-starting your computer completes the un-install process.

Glossary

UKHO	United Kingdom Hydrographic Office
IHO	International Hydrographic Organisation
ENC	Electronic Navigational Chart
AIO	Admiralty Information Overlay
ECDIS	Electronic Chart Display Information System
T&P NM	Temporary and Preliminary Notices to Mariners
EPNMs	ENC Preliminary Notices to Mariners
AVCS	Admiralty Vector Chart Service – the Admiralty ENC service
ARCS	Admiralty Raster Chart Service
Pick Report	A cursor enquiry of objects at a point in an ENC dataset

Trouble Shooting Guide

Can I re-install on another machine?

If you need to install Planning Station on another computer, you can do so and use the log in details sent to you before first activation. If you have lost or forgotten these details, please contact your Admiralty Chart Agent. On activation all the digital holdings that you had recorded in your previous installation of Planning Station will be uploaded. You may ask your Admiralty Chart Agent to send you a holdings file so your paper holdings can be uploaded. Alternatively you can manually add your Paper holding see section: 'Managing your Paper Holdings'. You would also need to reload digital charts to view them in Applications.

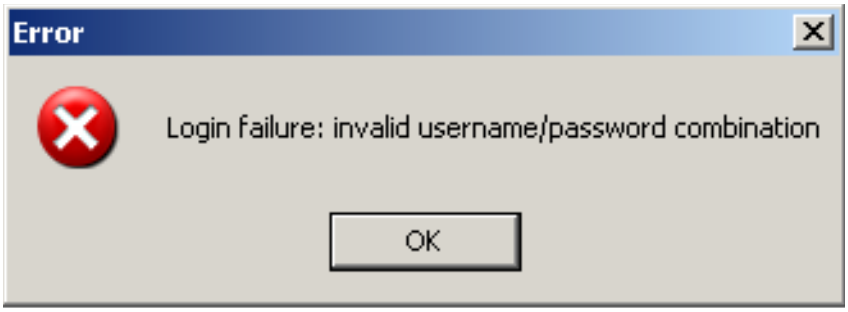
I am trying to activate Planning Station using removable drive and have sent a request file but have not received a reply?

Please ensure that the following has been done correctly and resend if necessary:

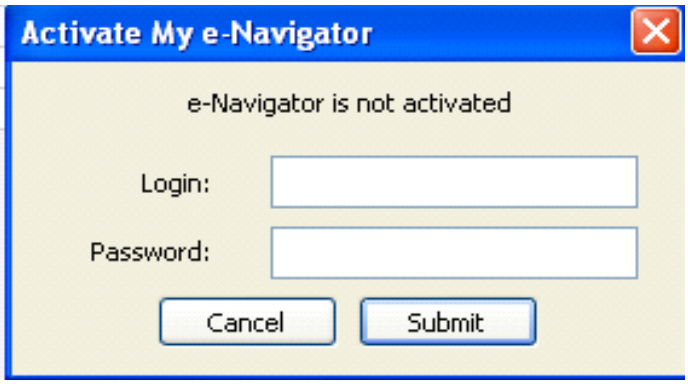
1. The email has been sent to: updates@enavigator.ukho.gov.uk
2. ADS has been entered into the subject line
3. You have attached the request file.

Please also refer to the Planning Station User Guide CD which is contained in your media pack or open the user guide from within the application by selecting Help > e-Navigator Help from the menu bar.
If you continue to experience problems please contact your Admiralty Chart Agent.

The following error message is displayed when I try to activate.



The above error message is displayed if incorrect details are entered when trying to activate e-Navigator.



Please check your login and password sent to you by email. Please re-enter the correct details and click submit. The request will be sent via your chosen communication method. For detailed information on the communication methods please refer to section the 'Using different communication methods in Planning Station'.

Note: *Password is case sensitive*

If you continue to experience problems please contact your Admiralty Chart Agent who will be able to check your log in and reset your password.

I have several replies. Do I need to apply them all to Planning Station?

The reply file may be split into up to ten separate emails, depending on your communication settings. Download and save the attachments to a chosen location. Upload to Planning Station by Tools > Apply Update. Selecting one file will automatically upload all attachments.

I have ordered AVCS or ARCS products but have not received the chart/cell data.

When an order is approved by your Chart Agent, e-Navigator emails you only your new permits. This will allow you to load the chart data from the Base or Update CDs that you hold onboard. If you wish to download the data, you would do so by selecting the required charts/cells in the Maintain Holdings screen and clicking 'Get Update'.

I have sent a 'Get update' request for chart data, but have not received anything.

To prevent large downloads of data, your vessel profile in e-Navigator ashore may not be set up to allow permission to send chart data on request. Alternatively, you may be exceeding the maximum permissible data transmission size (check the 'details' in the ADSReply file that you received).

You may contact your Admiralty Chart Agent to temporarily change the agreed permissions, or you can download the data direct from Admiralty Fleet Manager (see Fleet Manager vessel user guide). You may also cancel the 'Get update' order and make a new request for fewer chart updates.

I cannot see any charts in the Applications screen.

Chart and cell data must be loaded into Planning Station from CD or download. A separate set of permits must be sent to Planning Station to allow charts and AIO to be viewed. Contact your Admiralty Chart Agent to set your vessel profile accordingly, then 'Check my status' to refresh your permit set.

You must have the required product type selected in the Products selection panel in the Applications screen.

I cannot resubmit my order

To resubmit an order see the section 'Cancelling an Order' which steps through the process of cancelling and resubmitting an order.

When I receive a paper product, how do I add it to my holdings?

On receipt of physical paper products, you should manually confirm receipt of the products ordered. To do this see the section 'Managing your paper holdings' which gives further details on paper holdings management.

Why have I got a blank order screen when I try to order updates?

- In Maintain holdings select the product type i.e. AVCS Products.
- Filter the products by 'Action Now' noticing that the ID column is red indicating action is required.
- You cannot order product updates if the status is 'up to date'.

For further details on updates see the section 'The Weekly Update'.